

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF SUPERVISORS**  
**OF KING GEORGE COUNTY, VIRGINIA**  
**Tuesday, February 4, 2020**  
**6:30 p.m.**

Call to Order

**AMENDMENTS TO THE AGENDA**

**PUBLIC COMMENT**

- ◆ Comments will be limited to three minutes, per person, in order to afford everyone an opportunity to speak. If comments relate to a specific public hearing item, we ask that you offer those comments at the time of the public hearing.

**REPORTS OF MEMBERS OF THE BOARD**

ITEM NO.	DESCRIPTION
<b>02-01</b>	<b>Consent Agenda</b>
02-01.1	Issuance of warrants against the FY19-20 General Fund in the total amount of \$74,077.30.
02-01.2	Issuance of warrants against the FY19-20 Capital Improvements Fund in the total amount of \$20,856.10.
02-01.3	Issuance of warrants against the FY19-20 Recreation Activity Fund in the total amount of \$1,087.79.
02-01.4	Issuance of warrants against the FY19-20 Tourism Fund in the total amount of \$150.00.
02-01.5	Issuance of warrants against the FY19-20 Convenience Center Fund in the total amount of \$2,680.46.
02-01.6	Issuance of warrants against the FY19-20 Library Fund in the total amount of \$852.97
02-01.7	Verification of warrants issued to avoid late charges or disruption of service
02-01.8	Approval of Minutes
	<b><u>County Officials' Reports:</u></b>
	* <b>Constitutional Officers</b>
	A. E-Ticket Ordinance Presentation by Sheriff Chris Giles
	* <b>Report of the County Attorney</b>
<b>02-02</b>	<b><u>Board/Commission/Agency Reports and Public Hearings:</u></b>
<b>02-03</b>	<b><u>Presentations and Reports:</u></b>
	A. Sheetz to Sheetz run Presentation by Mr. Chris Chalkley
	B. Roseland Road Property Presentation by Mr. Chris Clarke, Director of Parks and Recreation

- 02-04**      **Action Items:**  
Department of Community Development - Invitation for Bid Funding Request, Abatement of Public Nuisances
- 02-05**      Department of Parks and Recreation - Parks and Recreation Policies
- 02-06**      County Administration – 300<sup>th</sup> Anniversary Funding Request
- 02-07**      **Discussion Items**  
Smart Scale Project Discussion
- 02-08**      Middle School Expansion Dugout Project
- 02-09**      **County Administrator's Report**
- 02-10**      **Information Items:**  
A. Upcoming and/or Pending Appointments to Boards/Commissions/Committees  
B. Upcoming Events:  
    1. Thursday, February 6<sup>th</sup> – VACO Local Government Day – Richmond, VA  
    2. Monday, February 10<sup>th</sup> – 5:30 pm – 300<sup>th</sup> Anniversary CTE Celebration - King George High School  
    3. Tuesday, February 11<sup>th</sup> – 6:00 pm – Budget Work Session – Company 1 Headquarters

Adjourn to February 11, 2020 at 6:00 pm at Company 1 Headquarters

—————→      **PLEASE NOTE, ALL TIMES ARE APPROXIMATE**

IF YOU ARE HEARING IMPAIRED AND WOULD LIKE TO ATTEND THIS MEETING, AND HAVE A NEED FOR AN INTERPRETER OR HEARING ASSISTANCE EQUIPMENT – PLEASE CONTACT OUR OFFICE AT 775-9181 (TDD 775-2049), SHERIFF'S OFFICE) BY NOON ON THE FRIDAY BEFORE THE MEETING.

A FINAL AGENDA WITH ALL SUPPORTING DOCUMENTATION WILL BE AVAILABLE ON THE WEBSITE:  
[WWW.KINGGEORGECOUNTYVA.GOV](http://WWW.KINGGEORGECOUNTYVA.GOV)

**VIRGINIA:**

At a regular meeting of the Board of Supervisors of King George, Virginia held on Tuesday, February 4, 2020 at 7:00 p.m.

PRESENT: Cathy E. Binder, Chairman  
Jeffrey L. Bueche, Member  
Ann C. Cupka, Vice-Chair  
Richard A. Granger, Member  
Jeffrey L. Stonehill, Member  
Neiman Young, County Administrator  
Eric A. Gregory, County Attorney

The following accounts against the General Fund were presented, sworn to, examined, and be it resolved that same be approved and warrants for FY19-20 therefor ordered to be issued.

P/O NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	012384 ADVANCED COMMUNICATION SY	1100034	1/20/2020	4100-012600-3160-	-	-	Professional Services - Other	03179
0000000	012384 ADVANCED COMMUNICATION SY	1100035	1/20/2020	4100-012600-3160-	-	-	Professional Services - Other	03179
0000000	012384 ADVANCED COMMUNICATION SY	1100036	1/20/2020	4100-012600-3160-	-	-	Professional Services - Other	03179
				CHECK TOTAL	1,630.00			
0000000	014418 ALPHA CARD	INV6352425	1/09/2020	4100-021600-6001-	-	-	Office Supplies	03179
				CHECK TOTAL	228.00			
0000000	014257 AMAZON CAPITAL SERVICES	1PXM-6XY7-3W3Q	1/20/2020	4100-031200-6001-	-	-	Office Supplies	03179
0000000	014257 AMAZON CAPITAL SERVICES	1K1L-93QW-4NFP	1/20/2020	4100-031200-6001-	-	-	Office Supplies	03179
0000000	014257 AMAZON CAPITAL SERVICES	1M1L-706X-L39H	1/16/2020	4100-022100-6001-	-	-	Office Supplies	03179
0000000	014257 AMAZON CAPITAL SERVICES	1PMG-4N9P-WPNT	1/05/2020	4100-012600-6050-	-	-	Non-Capital Hardware/Software	03179
0000000	014257 AMAZON CAPITAL SERVICES	1TF6-WQJK-9FIR	1/13/2020	4100-042400-6011-	-	-	Uniforms/Wearing Apparel	03179
0000000	014257 AMAZON CAPITAL SERVICES	1XMM-XFRP-CN9F	1/09/2020	4100-031200-6001-	-	-	Office Supplies	03179
0000000	014257 AMAZON CAPITAL SERVICES	13H3-90CQ-CLAL	1/19/2020	4100-043500-6040-	-	-	Non-Capital Furniture/Equipmen	03179
0000000	014257 AMAZON CAPITAL SERVICES	15TW-FMYJ-WCT9	1/10/2020	4100-042400-6005-	-	-	Janitorial Supplies	03179
				CHECK TOTAL	473.25			
0000000	001213 AMERICAN SAFETY & HEALTH	1180572	1/16/2020	4100-032500-6012-	-	-	Books & Subscriptions	03179
				CHECK TOTAL	330.51			
0000000	009805 ATLANTIC BROADBAND	CWA 01132020	1/13/2020	4100-022100-6001-	-	-	Office Supplies	03179
				CHECK TOTAL	7.90			
0000000	011733 ATLANTIC EMERGENCY	14487NVA	1/03/2020	4100-032520-6009-	-	-	Vehicle & Powered Equip Suppli	03179
				CHECK TOTAL	63.07			
0000000	013310 AUTOZONE, INC	1669522012	1/16/2020	4100-043200-6009-	-	-	Vehicle & Powered Equip Suppli	03179
				CHECK TOTAL	35.98			
0000000	003394 BAI MUNICIPAL SOFTWARE	20191218006	12/18/2019	4100-012600-3320-	-	-	Maintenance Service Contracts	03179
				CHECK TOTAL	6,900.00			
0000000	013053 BMS DIRECT, INC.	141499	12/31/2019	4100-021600-6001-	-	-	Office Supplies	03179
0000000	013053 BMS DIRECT, INC.	141502	12/31/2019	4100-021600-6001-	-	-	Office Supplies	03179
0000000	013053 BMS DIRECT, INC.	141506	1/17/2020	4100-021600-6001-	-	-	Office Supplies	03179
				CHECK TOTAL	719.10			
0000000	011094 BOUND TREE MEDICAL	83454338	12/26/2019	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83454339	12/26/2019	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83455772	12/27/2019	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83455773	12/27/2019	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83460592	1/02/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83468334	1/09/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83468335	1/09/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83469970	1/10/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83476340	1/16/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83476341	1/16/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83476342	1/16/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83479119	1/20/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	011094 BOUND TREE MEDICAL	83479120	1/20/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179



P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	011094	BOUND TREE MEDICAL	83479121	1/20/2020	4100-032500-6004-	-	2/04/2020	Medical & Laboratory Supplies	03179
					CHECK TOTAL	434.20	1170028		
						5,162.04			
0000000	011094	BOUND TREE MEDICAL	83479122	1/20/2020	4100-032500-6004-	-	2/04/2020	Medical & Laboratory Supplies	03179
					CHECK TOTAL	468.48	1170029		
						468.48			
0000000	001163	C & S AUTO REPAIRS INC	KGFD 01222020	1/22/2020	4100-032520-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	594.23	1170031		
						594.23			
0000000	002039	CARROLL'S AUTOMOTIVE INC	0168058	1/22/2020	4100-043200-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	995.62	1170032		
						995.62			
0000000	014419	CATHY BINDER	CONF 11122019	1/13/2020	4100-011010-5540-	-	2/04/2020	Travel/Training	03179
					CHECK TOTAL	647.38	1170033		
						647.38			
0000000	002035	CDW GOVERNMENT INC	WJN6105	1/08/2020	4100-012600-6050-	-	2/04/2020	Non-Capital Hardware/Software	03179
					CHECK TOTAL	187.24	1170034		
						187.24			
0000000	002035	CDW GOVERNMENT INC	WKA130	1/10/2020	4100-012600-6050-	-	2/04/2020	Non-Capital Hardware/Software	03179
					CHECK TOTAL	630.09	1170034		
						630.09			
0000000	002035	CDW GOVERNMENT INC	WKA3067	1/11/2020	4100-012600-6050-	-	2/04/2020	Non-Capital Hardware/Software	03179
					CHECK TOTAL	1,433.10	1170034		
						1,433.10			
0000000	002035	CDW GOVERNMENT INC	WLM1489	1/16/2020	4100-012600-6050-	-	2/04/2020	Non-Capital Hardware/Software	03179
					CHECK TOTAL	2,736.94	1170034		
						2,736.94			
0000000	002509	COLEMAN MOTOR CO INC	244442	1/19/2020	4100-032520-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	325.00	1170037		
						325.00			
0000000	999999	CORBETT GERALD OR NGAN	CORBETT GERALD	1/16/2020	3100-110102-2019-	-	2/04/2020	REAL ESTATE TAXES 2019	03179
					CHECK TOTAL	1,527.16	1170038		
						1,527.16			
0000000	013419	CRYSTAL SPRINGS	13815977 010820	1/08/2020	4100-021600-6001-	-	2/04/2020	Office Supplies	03179
					CHECK TOTAL	6.35	1170039		
						6.35			
0000000	001740	DEVERS AUTO SERVICE CTR	017476	1/07/2020	4100-031200-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	153.00	1170040		
						153.00			
0000000	001740	DEVERS AUTO SERVICE CTR	017485	1/09/2020	4100-031200-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	211.16	1170040		
						211.16			
0000000	001740	DEVERS AUTO SERVICE CTR	017493	1/15/2020	4100-031200-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	78.70	1170040		
						78.70			
0000000	001740	DEVERS AUTO SERVICE CTR	017494	1/15/2020	4100-031200-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	158.70	1170040		
						158.70			
0000000	001740	DEVERS AUTO SERVICE CTR	017496	1/15/2020	4100-031200-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	58.25	1170040		
						58.25			
0000000	001740	DEVERS AUTO SERVICE CTR	017497	1/15/2020	4100-031200-3311-	-	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	78.70	1170040		
						78.70			
0000000	012202	DIAMOND SPRINGS WATER INC	3307927	1/10/2020	4100-012410-3160-	-	2/04/2020	Professional Services - Other	03179
					CHECK TOTAL	35.18	1170041		
						35.18			
0000000	003191	DOMINION ENERGY VIRGINIA	7673122508JAN20	12/30/2019	4100-032520-5110-	-	2/04/2020	Electrical Services	03179
					CHECK TOTAL	487.99	1170042		
						487.99			
0000000	003191	DOMINION ENERGY VIRGINIA	8003603142JAN20	12/30/2019	4100-032520-5110-	-	2/04/2020	Electrical Services	03179
					CHECK TOTAL	198.91	1170042		
						198.91			
0004266	001787	DRAPER ADEN ASSOC INC	2019120329	12/31/2019	4100-043100-3140-	-	2/04/2020	Professional Services - Engine	03179
					CHECK TOTAL	597.90	1170043		
						597.90			
0000000	014525	ERIC K. PINER	1-2020	1/07/2020	4100-012310-3160-	-	2/04/2020	Professional Services - Other	03179
					CHECK TOTAL	44.00	1170044		
						44.00			

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	NET AMOUNT	CHECK DESCRIPTION	BATCH
0000000	010658	FESCO EMERGENCY SALES	19-12142	12/31/2019	4100-032500-6009-	-	2/04/2020	70.24	Vehicle & Powered Equip Suppli	03179
						CHECK TOTAL		70.24		
0000000	001523	FIRE SAFETY SYSTEMS INC	59729	1/14/2020	4100-031200-6010-	-	2/04/2020	201.75	Police Supplies	03179
						CHECK TOTAL		201.75		
0000000	001328	FREE LANCE-STAR	I00010332701203	12/29/2019	4100-081400-3600-	-	2/04/2020	1,938.60	Advertising	03179
						CHECK TOTAL		1,938.60		
0000000	001309	GRAINGER INC	9410542329	1/14/2020	4100-032500-6009-	-	2/04/2020	270.54	Vehicle & Powered Equip Suppli	03179
						CHECK TOTAL		270.54		
0000000	001708	HEARTLAND SIGN WORKS	17468	1/14/2020	4100-031200-3311-	-	2/04/2020	95.00	Contracted Svc - Vehicle Repai	03179
						CHECK TOTAL		95.00		
0000000	011687	INTERSTATE RESCUE	5202	1/15/2020	4100-032520-6014-	-	2/04/2020	3,235.00	Other Operating Supplies	03179
						CHECK TOTAL		3,235.00		
0000000	014575	KING GEORGE COLLISION AND	1024	1/08/2020	4100-092500-5899-	-	2/04/2020	2,248.55	Miscellaneous - Reimbursement/	03179
						CHECK TOTAL		2,248.55		
0000000	010870	KING GEORGE TRUCK & TIRE	0000361	1/17/2020	4100-032520-3311-	-	2/04/2020	800.00	Contracted Svc - Vehicle Repai	03179
0000000	010870	KING GEORGE TRUCK & TIRE	0000361	1/17/2020	4100-031200-3311-	-	2/04/2020	1,132.32	Contracted Svc - Vehicle Repai	03179
						CHECK TOTAL		1,932.32		
0000000	001338	KUSTOM SIGNALS INC	570647	1/09/2020	4100-031200-6010-	-	2/04/2020	365.21	Police Supplies	03179
						CHECK TOTAL		365.21		
0000000	001204	L R SIGNS LLC	5995	1/20/2020	4100-011010-6001-	-	2/04/2020	108.72	Office Supplies	03179
0000000	001204	L R SIGNS LLC	5999	1/21/2020	4100-011010-6001-	-	2/04/2020	21.76	Office Supplies	03179
						CHECK TOTAL		130.48		
0000000	999999	LANE GARY D. OR YOLANDA C	LANE GARY	1/14/2020	3100-110102-2019-	-	2/04/2020	1,291.15	REAL ESTATE TAXES 2019	03179
						CHECK TOTAL		1,291.15		
0000000	001849	LOCAL SERVICES LLC	50754	1/06/2020	4100-043200-5410-	-	2/04/2020	87.74	Lease/Rent - Equipment	03179
						CHECK TOTAL		87.74		
0000000	999999	MACK CHARLENE	PRKS REC REFUND	1/13/2020	3100-150202-0202-	-	2/04/2020	360.00	Citizen's Center Rental Fee	03179
						CHECK TOTAL		360.00		
0000000	001340	MARY WASHINGTON HOSPITAL	I 5738	12/31/2019	4100-032500-6004-	-	2/04/2020	481.29	Medical & Laboratory Supplies	03179
						CHECK TOTAL		481.29		
0000000	014045	MARY WASHINGTON MEDICAL	STMNT01042020	1/04/2020	4100-032500-3110-	-	2/04/2020	120.00	Professional Services - Health	03179
						CHECK TOTAL		120.00		
0000000	003470	MUNICIPAL EMERGENCY SERV	IN1412006	12/31/2019	4100-032520-6014-	-	2/04/2020	1,097.09	Other Operating Supplies	03179
0000000	003470	MUNICIPAL EMERGENCY SERV	IN1415516	1/13/2020	4100-032520-6011-	-	2/04/2020	480.40	Uniforms/Wearing Apparel	03179
						CHECK TOTAL		1,577.49		

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	NET AMOUNT	CHECK DATE	DESCRIPTION	RATCH
0000000	999999	MURRAY DANIEL W. LINDA D.	MURRAY DANIEL	1/16/2020	3100-110102-2019-	-	2,018.33	2/04/2020	REAL ESTATE TAXES 2019	03179
						CHECK TOTAL	2,018.33			
0000000	012998	NAPA OF FREDERICKSBURG	0276703	1/14/2020	4100-032500-6009-	-	13.99	2/04/2020	Vehicle & Powered Equip Suppli	03179
0000000	012998	NAPA OF FREDERICKSBURG	0280645	1/22/2020	4100-043200-6009-	-	14.97	2/04/2020	Vehicle & Powered Equip Suppli	03179
						CHECK TOTAL	28.96			
0000000	012308	NWP OIL & PROPANE	27149	1/02/2020	4100-032520-5120-	-	410.62	2/04/2020	Heating/Cooling Services	03179
						CHECK TOTAL	410.62			
0000000	014515	O'REILLY AUTO PARTS	5389-117462	1/14/2020	4100-032500-6009-	-	23.95	2/04/2020	Vehicle & Powered Equip Suppli	03179
0000000	014515	O'REILLY AUTO PARTS	5389-117497	1/14/2020	4100-031200-3311-	-	62.37	2/04/2020	Contracted Svc - Vehicle Repai	03179
						CHECK TOTAL	86.32			
0000000	003386	OFFICE DEPOT	425406378001	1/08/2020	4100-032500-6001-	-	52.38	2/04/2020	Office Supplies	03179
						CHECK TOTAL	52.38			
0000000	011788	PANCIERA AND ASSOCIATES	19112	12/16/2019	4100-032598-5939-	-	1,600.00	2/04/2020	Aid to Localities 2019/2020 FY	03179
						CHECK TOTAL	1,600.00			
0000000	002869	PINEHILL TOWING &	2565	1/16/2020	4100-031200-3311-	-	65.00	2/04/2020	Contracted Svc - Vehicle Repai	03179
0000000	002869	PINEHILL TOWING &	2566	1/16/2020	4100-031200-3311-	-	65.00	2/04/2020	Contracted Svc - Vehicle Repai	03179
						CHECK TOTAL	130.00			
0000000	002590	PITNEY BOWES GLOBAL	3310494483	1/17/2020	4100-032500-5410-	-	180.00	2/04/2020	Lease/Rent of Equipment	03179
						CHECK TOTAL	180.00			
0000000	013376	PROVANTAGE LLC	8451360	10/09/2019	4100-021600-6001-	-	117.50	2/04/2020	Office Supplies	03179
						CHECK TOTAL	117.50			
0000000	012866	PT ARMOR, INC.	25952	1/09/2020	4100-031200-6011-	-	180.00	2/04/2020	Uniforms/Wearing Apparel	03179
						CHECK TOTAL	180.00			
0000000	002679	FVD INC	170882	1/21/2020	4100-032520-5310-	-	8,078.99	2/04/2020	Insurance	03179
						CHECK TOTAL	8,078.99			
0000000	009715	RANKINS TRUE VALUE INC	58384/1	1/13/2020	4100-032500-6009-	-	78.25	2/04/2020	Vehicle & Powered Equip Suppli	03179
0000000	009715	RANKINS TRUE VALUE INC	58395/1	1/14/2020	4100-032500-6009-	-	27.88	2/04/2020	Vehicle & Powered Equip Suppli	03179
0000000	009715	RANKINS TRUE VALUE INC	58400/1	1/14/2020	4100-035100-6007-	-	23.17	2/04/2020	Repair & Maintenance Supplies	03179
0000000	009715	RANKINS TRUE VALUE INC	58421/1	1/15/2020	4100-043200-6007-	-	15.33	2/04/2020	Repair & Maintenance Supplies	03179
0000000	009715	RANKINS TRUE VALUE INC	58429/1	1/16/2020	4100-043200-6007-	-	10.79	2/04/2020	Repair & Maintenance Supplies	03179
0000000	009715	RANKINS TRUE VALUE INC	58434/1	1/16/2020	4100-043200-6007-	-	1.06	2/04/2020	Repair & Maintenance Supplies	03179
0000000	009715	RANKINS TRUE VALUE INC	58473/1	1/21/2020	4100-043200-6007-	-	10.76	2/04/2020	Repair & Maintenance Supplies	03179
0000000	009715	RANKINS TRUE VALUE INC	58476/1	1/21/2020	4100-043200-6007-	-	37.79	2/04/2020	Repair & Maintenance Supplies	03179
0000000	009715	RANKINS TRUE VALUE INC	58478/1	1/21/2020	4100-043200-6007-	-	7.19	2/04/2020	Repair & Maintenance Supplies	03179
0000000	009715	RANKINS TRUE VALUE INC	58485/1	1/22/2020	4100-032500-6007-	-	47.68	2/04/2020	Repair & Maintenance Supplies	03179
0000000	009715	RANKINS TRUE VALUE INC	58486/1	1/22/2020	4100-032500-6007-	-	6.74	2/04/2020	Repair & Maintenance Supplies	03179
						CHECK TOTAL	266.64			
0000000	001726	RAPPAHANNOCK REGIONAL	FY20F1-025	1/14/2020	4100-031200-5540-	-	675.00	2/04/2020	Travel/Training	03179
						CHECK TOTAL	675.00			

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	010932	RDS COMMUNICATIONS	1950	1/20/2020	4100-092500-5899-	-	-	Miscellaneous - Reimbursement/	03179
						CHECK TOTAL		211.56	
0000000	999999	REDMOND MELISSA	ANML CNTRL RFND	1/16/2020	3100-189922-9922-	-	-	Animal Control Spay/Neuter Pro	03179
						CHECK TOTAL		50.00	
0000000	012195	RICHMOND OXYGEN COMPANY	326839	12/20/2019	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	012195	RICHMOND OXYGEN COMPANY	327563	12/31/2019	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
0000000	012195	RICHMOND OXYGEN COMPANY	329232	1/17/2020	4100-032500-6004-	-	-	Medical & Laboratory Supplies	03179
						CHECK TOTAL		527.40	
0000000	999999	ROBINSON DARRAN J. OR HEL	ROBINSON DARRAN	1/14/2020	3100-110102-2019-	-	-	REAL ESTATE TAXES 2019	03179
						CHECK TOTAL		1,077.41	
0000000	009766	ROCKY TOP EMBROIDERY &	13642	1/14/2020	4100-011010-3160-	-	-	Professional Services - Other	03179
						CHECK TOTAL		244.94	
0000000	012094	ROSERUSH SERVICES	2020-1-22485	1/02/2020	4100-035100-3320-	-	-	Maintenance Service Contracts	03179
						CHECK TOTAL		295.00	
0000000	002443	S&D COFFEE INC	11287643	1/13/2020	4100-032500-6001-	-	-	Office Supplies	03179
						CHECK TOTAL		265.87	
0000000	002860	SCOTT SIMON	REIMB 01042020	1/04/2020	4100-031200-6011-	-	-	Uniforms/Wearing Apparel	03179
						CHECK TOTAL		300.10	
0000000	014523	STAPLES CONTRACT & COMMER	3436777121	1/20/2020	4100-022100-6001-	-	-	Office Supplies	03179
0000000	014523	STAPLES CONTRACT & COMMER	3436777122	1/20/2020	4100-022100-6001-	-	-	Office Supplies	03179
						CHECK TOTAL		87.97	
0000000	014483	THOMSON REUTERS	841549681	1/01/2020	4100-022100-6012-	-	-	Books & Subscriptions	03179
						CHECK TOTAL		42.00	
0004309	004438	TRANE	310541418	1/10/2020	4100-043200-3320-	-	-	Maintenance Service Contracts	03179
						CHECK TOTAL		10,933.50	
0000000	013225	TREASURER OF VIRGINIA	311256	1/08/2020	4100-012410-5899-	-	-	Miscellaneous	03179
						CHECK TOTAL		290.00	
0000000	003755	UPS	0000A76Y32020	1/11/2020	4100-032500-5220-	-	-	Messenger Services	03179
						CHECK TOTAL		10.59	
0000000	010734	US BANK EQUIPMENT FINANCE	403913486	11/02/2019	4100-032500-5410-	-	-	Lease/Rent of Equipment	03179
						CHECK TOTAL		12.28	
0000000	004026	VEBA	REG ANNUAL MEET	1/16/2020	4100-013200-5540-	-	-	Travel/Training	03179
						CHECK TOTAL		150.00	
0000000	003969	VERIZON	000831097819	1/07/2020	4100-032500-5230-	-	-	Telephone	03179
0000000	003969	VERIZON	000968918869	1/06/2020	4100-032500-6016-	-	-	Emergency/Preparedness Supplie	03179
						CHECK TOTAL		167.11	

P/O NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	001434 VERIZON WIRELESS	9844534866	12/19/2019	4100-032500-5240-	-	1,251.74	1170102	2/04/2020	Cell Phones	03179
					CHECK TOTAL	1,251.74				
0000000	001255 VIRGINIA EMPLOYMENT COMM	CR-19-PPD-0242	1/15/2020	4100-012410-3160-	-	1,300.00	1170103	2/04/2020	Professional Services - Other	03179
					CHECK TOTAL	1,300.00				
0000000	999999 WATKINS CAROL	RFND ANML CNTRL	1/08/2020	3100-189922-9922-	-	50.00	1170104	2/04/2020	Animal Control Spay/Neuter Pro	03179
					CHECK TOTAL	50.00				
0000000	001819 WEEDON DIESEL SERVICE	5677	1/14/2020	4100-031200-3311-	-	774.50	1170105	2/04/2020	Contracted Svc - Vehicle Repai	03179
0000000	001819 WEEDON DIESEL SERVICE	5679	1/16/2020	4100-031200-3311-	-	120.00	1170105	2/04/2020	Contracted Svc - Vehicle Repai	03179
					CHECK TOTAL	894.50				
0000000	999999 WILSON KIRK WADE	WILSON KIRK	1/15/2020	3100-110102-2019-	-	33.05	1170106	2/04/2020	REAL ESTATE TAXES 2019	03179
					CHECK TOTAL	33.05				
0000000	011904 ZACCARDI FABRICATIONS	231870	1/22/2020	4100-032500-6009-	-	100.00	1170108	2/04/2020	Vehicle & Powered Equip Suppli	03179
					CHECK TOTAL	100.00				
0000000	009817 ZOLL MEDICAL CORP	2990932	1/02/2020	4100-032500-6004-	-	378.25	1170109	2/04/2020	Medical & Laboratory Supplies	03179
					CHECK TOTAL	378.25				
					CHECK TYPE TOTAL	74,077.30				
					FINAL TOTAL	74,077.30				

**VIRGINIA:**

At a regular meeting of the Board of Supervisors of King George, Virginia held on Tuesday, February 4, 2020 at 7:00 p.m.

PRESENT: Cathy E. Binder, Chairman  
Jeffrey L. Bueche, Member  
Ann C. Cupka, Vice-Chair  
Richard A. Granger, Member  
Jeffrey L. Stonehill, Member  
Neiman Young, County Administrator  
Eric A. Gregory, County Attorney

The following accounts against the Capital Improvements Fund were presented, sworn to, examined, and be it resolved that same be approved and warrants for FY19-20 therefor ordered to be issued.



P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0004159	001787	DRAPER ADEN ASSOC INC	2019110399	11/30/2019	4302-094247-3140-	-	-	Professional Services - Engine	03179
0004381	001787	DRAPER ADEN ASSOC INC	2019120313	12/31/2019	4302-094131-3140-	-	-	Professional Services -Engine	03179
					CHECK TOTAL			7,662.00	
0003762	014033	FRMM ARCHITECTS, P.C.	47840	1/14/2020	4302-094247-3140-	-	-	Professional Services - Engine	03179
					CHECK TOTAL			12,629.10	
0000000	014383	WORK ENVIRONMENT	6616	1/10/2020	4302-094247-3140-	-	-	Professional Services - Engine	03179
					CHECK TOTAL			565.00	
					CHECK TYPE TOTAL			20,856.10	
					FINAL TOTAL			20,856.10	

**VIRGINIA:**

At a regular meeting of the Board of Supervisors of King George, Virginia held on Tuesday, February 4, 2020 at 7:00 p.m.

PRESENT: Cathy E. Binder, Chairman  
Jeffrey L. Bueche, Member  
Ann C. Cupka, Vice-Chair  
Richard A. Granger, Member  
Jeffrey L. Stonehill, Member  
Neiman Young, County Administrator  
Eric A. Gregory, County Attorney

The following accounts against the Recreation Activity Fund were presented, sworn to, examined, and be it resolved that same be approved and warrants for FY19-20 therefor ordered to be issued.

AP308	KING GEORGE COUNTY				A/P REGULAR CHECK REGISTER		TIME- 9:43:42	PAGE 1	
P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	014257	AMAZON CAPITAL SERVICES	1XNQ-MCDL-NDW6	1/19/2020	4204-071500-6013-	411.69	2/04/2020	Education/Recreation Supplies	03179
					CHECK TOTAL	411.69			
0000000	004006	AYERS DISTRIBUTING	8642	1/16/2020	4204-071500-6013-	556.00	2/04/2020	Education/Recreation Supplies	03179
					CHECK TOTAL	556.00			
0000000	011275	SCORE AMERICAN SOCCER	6613682	1/13/2020	4204-071510-6011-	27.45	2/04/2020	Uniforms/Wearing Apparel	03179
0000000	011275	SCORE AMERICAN SOCCER	6614307	1/15/2020	4204-071510-6011-	92.65	2/04/2020	Uniforms/Wearing Apparel	03179
					CHECK TOTAL	120.10			
					CHECK TYPE TOTAL	1,087.79			
					FINAL TOTAL	1,087.79			

**VIRGINIA:**

At a regular meeting of the Board of Supervisors of King George, Virginia held on Tuesday, February 4, 2020 at 7:00 p.m.

PRESENT: Cathy E. Binder, Chairman  
Jeffrey L. Bueche, Member  
Ann C. Cupka, Vice-Chair  
Richard A. Granger, Member  
Jeffrey L. Stonehill, Member  
Neiman Young, County Administrator  
Eric A. Gregory, County Attorney

The following accounts against the Tourism Fund were presented, sworn to, examined, and be it resolved that same be approved and warrants for FY19-20 therefor ordered to be issued.

AF308

KING GEORGE COUNTY

A/P REGULAR CHECK REGISTER

PAGE 1

TIME- 9:42:11

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	014314	THE CHILDRESS AGENCY INC	768	12/25/2019	4140-081700-3160	150.00	1170091	2/04/2020	Professional Services - Other	03179
						150.00				
						150.00				
						150.00				
						150.00				

CHECK TOTAL

CHECK TYPE TOTAL

FINAL TOTAL

**VIRGINIA:**

At a regular meeting of the Board of Supervisors of King George, Virginia held on Tuesday, February 4, 2020 at 7:00 p.m.

PRESENT: Cathy E. Binder, Chairman  
Jeffrey L. Bueche, Member  
Ann C. Cupka, Vice-Chair  
Richard A. Granger, Member  
Jeffrey L. Stonehill, Member  
Neiman Young, County Administrator  
Eric A. Gregory, County Attorney

The following accounts against the Convenience Center Fund checking account were presented, sworn to, examined, and be it resolved that same be approved and warrants for FY19-20 therefor ordered to be issued.



AF308		KING GEORGE COUNTY		A/P REGULAR CHECK REGISTER		TIME- 9:42:41		PAGE 1	
P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	001849	LOCAL SERVICES LLC	50786	1/04/2020	4150-042500-5410-	750.00	2/04/2020	Lease/Rent of Equipment	03179
						750.00			
0004350	014403	UNITED RENTALS	162865564-019	1/11/2020	4150-042500-5410-	1,930.46	2/04/2020	Lease/Rent of Equipment	03179
						1,930.46			
						2,880.46			
						2,880.46			

CHECK TYPE TOTAL  
FINAL TOTAL

**VIRGINIA:**

At a regular meeting of the Board of Supervisors of King George, Virginia held on Tuesday, February 4, 2020 at 7:00 p.m.

PRESENT: Cathy E. Binder, Chairman  
Jeffrey L. Bueche, Member  
Ann C. Cupka, Vice-Chair  
Richard A. Granger, Member  
Jeffrey L. Stonehill, Member  
Neiman Young, County Administrator  
Eric A. Gregory, County Attorney

The following accounts against the Library Fund were presented, sworn to, examined, and be it resolved that same be approved and warrants for FY19-20 therefor ordered to be issued.

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	009805	ATLANTIC BROADBAND	LIBRARY 011320	1/13/2020	4120-073100-5230-	360.45	1170020	2/04/2020	Telephone
						360.45			03179
0000000	002664	BAKER & TAYLOR INC	5015942057	1/09/2020	4120-073100-6020-	15.29	1170026	2/04/2020	Library Books - State Aid
0000000	002664	BAKER & TAYLOR INC	5015942059	1/09/2020	4120-073100-6020-	16.38	1170026	2/04/2020	Library Books - State Aid
0000000	002664	BAKER & TAYLOR INC	5015942060	1/03/2020	4120-073100-6020-	27.82	1170026	2/04/2020	Library Books - State Aid
0000000	002664	BAKER & TAYLOR INC	5015942061	1/09/2020	4120-073100-6020-	9.83	1170026	2/04/2020	Library Books - State Aid
0000000	002664	BAKER & TAYLOR INC	5015942062	1/09/2020	4120-073100-6020-	16.38	1170026	2/04/2020	Library Books - State Aid
0000000	002664	BAKER & TAYLOR INC	5015942063	1/09/2020	4120-073100-6020-	222.94	1170026	2/04/2020	Library Books - State Aid
						308.64			03179
0000000	012202	DIAMOND SPRINGS WATER INC	3307919	1/10/2020	4120-073100-3160-	48.70	1170041	2/04/2020	Professional Services - Other
						48.70			03179
0000000	012817	JENNIFER MARTIN	REIMB 121119	12/11/2019	4120-073100-3600-	97.96	1170052	2/04/2020	Advertising
0000000	012817	JENNIFER MARTIN	REIMB 121119	12/11/2019	4120-073100-6001-	20.23	1170052	2/04/2020	Office Supplies
						118.19			03179
0000000	999999	JOHNSON KATHY	LIBRARY REFUND	1/03/2020	4120-073100-5830-	16.99	1170053	2/04/2020	Refunds
						16.99			03179
						852.97			
						852.97			

CHECK TYPE TOTAL  
FINAL TOTAL

**VIRGINIA:**

The Board of Supervisors of King George County, Virginia issued the following warrant(s) dated Friday, January 16, 2020 against the King George General checking account for FY19-20. As ordered issued by the authority granted by the Board of Supervisors.

VEND. NO.	P/O NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	012384	ADVANCED COMMUNICATION SY	1050231	11/14/2019	4100-012600-3160-	-	1/16/2020	Professional Services - Other	03174
						CHECK TOTAL			
0000000	014257	AMAZON CAPITAL SERVICES	10CM-14J1-YGVK	12/28/2019	4100-043500-6040-	-	1/16/2020	Non-Capital Furniture/Equipmen	03174
0000000	014257	AMAZON CAPITAL SERVICES	1JRF-XW6-Y64P	1/08/2020	4100-022100-6001-	-	1/16/2020	Office Supplies	03174
0000000	014257	AMAZON CAPITAL SERVICES	1XNM-XFRP-6MMV	1/09/2020	4100-022100-6001-	-	1/16/2020	Office Supplies	03174
0000000	014257	AMAZON CAPITAL SERVICES	16WJ-XVVT-86NJ	1/03/2020	4100-021900-6001-	-	1/16/2020	Office Supplies	03174
0000000	014257	AMAZON CAPITAL SERVICES	17CV-LQ73-FCW7	1/06/2020	4100-031200-6001-	-	1/16/2020	Office Supplies	03174
0000000	014257	AMAZON CAPITAL SERVICES	17CV-LQ73-G7GN	1/06/2020	4100-031200-6001-	-	1/16/2020	Office Supplies	03174
0000000	014257	AMAZON CAPITAL SERVICES	19D9-R17V-4K7D	1/09/2020	4100-022100-6001-	-	1/16/2020	Office Supplies	03174
						CHECK TOTAL			
0000000	002705	AMERIGAS-FREDERICKSBURG	3100654288	12/27/2019	4100-032520-5120-	-	1/16/2020	Heating/Cooling Services	03174
						CHECK TOTAL			
0000000	009805	ATLANTIC BROADBAND	AC 12282019	12/28/2019	4100-035100-5230-	-	1/16/2020	Telephone	03174
0000000	009805	ATLANTIC BROADBAND	KGWIN 12282019	12/28/2019	4100-012600-5230-	-	1/16/2020	Telephone	03174
0000000	009805	ATLANTIC BROADBAND	KGSO 12282019	12/28/2019	4100-031200-5230-	-	1/16/2020	Telephone	03174
0000000	009805	ATLANTIC BROADBAND	SO 12282019	12/28/2019	4100-012600-5230-	-	1/16/2020	Telephone	03174
0000000	009805	ATLANTIC BROADBAND	5407754584JAN20	12/21/2019	4100-032500-5230-	-	1/16/2020	Telephone	03174
						CHECK TOTAL			
0000000	011733	ATLANTIC EMERGENCY	14268NVA	12/19/2019	4100-032520-3311-	-	1/16/2020	Contracted Svc - Vehicle Repair	03174
0000000	011733	ATLANTIC EMERGENCY	14297NVA	12/19/2019	4100-032520-3311-	-	1/16/2020	Contracted Svc - Vehicle Repair	03174
0000000	011733	ATLANTIC EMERGENCY	14338NVA	12/19/2019	4100-032520-3311-	-	1/16/2020	Contracted Svc - Vehicle Repair	03174
						CHECK TOTAL			
0000000	014395	ATRIUM CONSTRUCTION LLC	KGSP 0120	1/09/2020	4100-043200-3310-	-	1/16/2020	Contracted Svc - Repair/Mainte	03174
						CHECK TOTAL			
0000000	014538	BAYSIDE	CHCS20586	1/03/2020	4100-032520-3311-	-	1/16/2020	Contracted Svc - Vehicle Repair	03174
0000000	014538	BAYSIDE	FTCS37208	11/22/2019	4100-032520-3311-	-	1/16/2020	Contracted Svc - Vehicle Repair	03174
						CHECK TOTAL			
0000000	010814	BIG L TIRE	112866-04	12/23/2019	4100-032520-3311-	-	1/16/2020	Contracted Svc - Vehicle Repair	03174
						CHECK TOTAL			
0000000	004104	BOURNE & SONS JANITORIAL	11984	1/07/2020	4100-043200-6005-	-	1/16/2020	Janitorial Supplies	03174
0000000	004104	BOURNE & SONS JANITORIAL	11985	1/07/2020	4100-043200-6005-	-	1/16/2020	Janitorial Supplies	03174
						CHECK TOTAL			
0000000	001163	C & S AUTO REPAIRS INC	DEC 23 2019 INV	12/23/2019	4100-031200-3311-	-	1/16/2020	Contracted Svc - Vehicle Repair	03174
0000000	001163	C & S AUTO REPAIRS INC	JAN 03 2020 INV	1/03/2020	4100-031200-3311-	-	1/16/2020	Contracted Svc - Vehicle Repair	03174
						CHECK TOTAL			
0000000	002035	CDW GOVERNMENT INC	WCS7760	12/13/2019	4100-012600-6050-	-	1/16/2020	Non-Capital Hardware/Software	03174
0000000	002035	CDW GOVERNMENT INC	WCS7760	12/13/2019	4100-012600-6050-	-	1/16/2020	Non-Capital Hardware/Software	03174
0000000	002035	CDW GOVERNMENT INC	WDF5447	12/11/2019	4100-012600-6050-	-	1/16/2020	Non-Capital Hardware/Software	03174
						CHECK TOTAL			
0000000	014049	CONEXIS	1219-TR43068	12/31/2019	4100-012510-3110-	-	1/16/2020	Professional Services - Health	03174
						CHECK TOTAL			

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	001740	DEVERS AUTO SERVICE CTR	017465	12/30/2019	4100-031200-3311-	140.65	1169914	1/16/2020	Contracted SVC - Vehicle Repair	03174
0000000	001740	DEVERS AUTO SERVICE CTR	017466	12/30/2019	4100-031200-3311-	1,036.17	1169914	1/16/2020	Contracted SVC - Vehicle Repair	03174
0000000	001740	DEVERS AUTO SERVICE CTR	017470	1/06/2020	4100-031200-3311-	165.24	1169914	1/16/2020	Contracted SVC - Vehicle Repair	03174
0000000	001740	DEVERS AUTO SERVICE CTR	017475	1/06/2020	4100-031200-3311-	406.59	1169914	1/16/2020	Contracted SVC - Vehicle Repair	03174
0000000	001740	DEVERS AUTO SERVICE CTR	017481	1/08/2020	4100-031200-3311-	95.00	1169914	1/16/2020	Contracted SVC - Vehicle Repair	03174
					CHECK TOTAL	1,843.65				
0000000	003776	DISABILITY RESOURCE CTR	3RD QTR FY20	1/01/2020	4100-091900-5676-	2,200.00	1169915	1/16/2020	Disability Resource Center	03174
					CHECK TOTAL	2,200.00				
0004359	014533	DO IT RIGHT LLC	134	1/08/2020	4100-081200-3160-	700.00	1169916	1/16/2020	Professional Services - Other	03174
					CHECK TOTAL	700.00				
0000000	003505	FREDERICKSBURG REGIONAL	3RD QTR FY20	1/01/2020	4100-091900-5668-	6,345.25	1169918	1/16/2020	Fredericksburg Regional Allian	03174
					CHECK TOTAL	6,345.25				
0000000	001201	GEORGE WASHINGTON REG	BI-ANNUAL	1/01/2020	4100-091900-5640-	11,255.50	1169919	1/16/2020	GWRC - RADCO	03174
0000000	001201	GEORGE WASHINGTON REG	INVOICE #2	1/09/2020	4100-012110-3160-	7,210.00	1169919	1/16/2020	Professional Services - Other	03174
					CHECK TOTAL	18,465.50				
0000000	012561	HARTFORD UNDERWRITERS	WORKERS COMP 20	12/19/2019	4100-032520-5310-	2,007.75	1169920	1/16/2020	Insurance	03174
					CHECK TOTAL	2,007.75				
0000000	001820	JEFF JENKINS	DEC 2019 REIMB	12/28/2019	4100-042400-5540-	127.92	1169921	1/16/2020	Travel/Training	03174
					CHECK TOTAL	127.92				
0000000	003464	KING GEORGE TIRE CORP	10531	12/17/2019	4100-042400-3311-	15.00	1169924	1/16/2020	Contracted SVC - Vehicle Repair	03174
0000000	003464	KING GEORGE TIRE CORP	10624	12/30/2019	4100-042400-3310-	15.00	1169924	1/16/2020	Contracted SVC - Repair/Mainte	03174
					CHECK TOTAL	30.00				
0000000	010870	KING GEORGE TRUCK & TIRE	0000273	12/23/2019	4100-042400-6007-	1,042.27	1169925	1/16/2020	Repair & Maintenance Supplies	03174
					CHECK TOTAL	1,042.27				
0000000	001204	L R SIGNS LLC	5873	11/26/2019	4100-031400-6011-	60.46	1169926	1/16/2020	Uniforms/Wearing Apparel	03174
0000000	001204	L R SIGNS LLC	5912	12/12/2019	4100-035100-6011-	18.00	1169926	1/16/2020	Uniforms/Wearing Apparel	03174
0000000	001204	L R SIGNS LLC	5960	1/09/2020	4100-011010-3160-	416.97	1169926	1/16/2020	Professional Services - Other	03174
					CHECK TOTAL	495.43				
0000000	013788	MAILLFINANCE INC.	N8079539	12/30/2019	4100-012510-5410-	388.83	1169928	1/16/2020	Lease/Rent of Equipment	03174
					CHECK TOTAL	388.83				
0000000	003470	MUNICIPAL EMERGENCY SERV	IN1408919	12/19/2019	4100-032520-6011-	95.02	1169929	1/16/2020	Uniforms/Wearing Apparel	03174
0000000	003470	MUNICIPAL EMERGENCY SERV	IN1408933	12/19/2019	4100-032520-6011-	275.00	1169929	1/16/2020	Uniforms/Wearing Apparel	03174
0000000	003470	MUNICIPAL EMERGENCY SERV	IN1410154	12/23/2019	4100-032520-6011-	156.02	1169929	1/16/2020	Uniforms/Wearing Apparel	03174
					CHECK TOTAL	526.04				
0000000	014515	O'REILLY AUTO PARTS	5389-112794	11/25/2019	4100-043200-6009-	5.90	1169931	1/16/2020	Vehicle & Powered Equip Suppli	03174
0000000	014515	O'REILLY AUTO PARTS	5389-114034	12/09/2019	4100-043200-6009-	9.04	1169931	1/16/2020	Vehicle & Powered Equip Suppli	03174
0000000	014515	O'REILLY AUTO PARTS	5389-115401	12/23/2019	4100-032500-6009-	30.74	1169931	1/16/2020	Vehicle & Powered Equip Suppli	03174
0000000	014515	O'REILLY AUTO PARTS	5389-115473	12/24/2019	4100-032500-6009-	15.96	1169931	1/16/2020	Vehicle & Powered Equip Suppli	03174
					CHECK TOTAL	61.64				



P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	NET AMOUNT	CHECK DATE	DESCRIPTION	BATCH
0000000	010029	OFFICE DEPOT	415743095001	12/13/2019	4100-032500-6001-	-	83.79	1169932	Office Supplies	03174
0000000	010029	OFFICE DEPOT	416683270001	12/17/2019	4100-071100-6001-	-	249.99	1169932	Office Supplies	03174
0000000	010029	OFFICE DEPOT	416685255001	12/17/2019	4100-071100-6001-	-	121.22	1169932	Office Supplies	03174
						CHECK TOTAL	455.00			
0000000	014163	OHS KING GEORGE CLEANERS	KGS04038	12/31/2019	4100-031200-3700-	-	305.65	1169943	Laundry - Drycleaning	03174
						CHECK TOTAL	305.65			
0000000	001250	RAAA	3RD QTR FY20	1/01/2020	4100-091900-5635-	-	3,154.00	1169934	RAAA	03174
						CHECK TOTAL	3,154.00			
0000000	001202	RACSB	3RD QTR FY20	1/01/2020	4100-091900-5520-	-	28,651.25	1169935	RACSB	03174
						CHECK TOTAL	28,651.25			
0000000	009715	RANKINS TRUE VALUE INC	58189/1	12/21/2019	4100-032500-6007-	-	20.81	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58208/1	12/23/2019	4100-032500-6009-	-	38.65	1169936	Vehicle & Powered Equip Suppli	03174
0000000	009715	RANKINS TRUE VALUE INC	58236/1	12/28/2019	4100-032500-6007-	-	27.75	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58263/1	1/02/2020	4100-032500-6007-	-	4.76	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58287/1	1/06/2020	4100-032500-6007-	-	17.52	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58294/1	1/06/2020	4100-032500-6007-	-	1.96	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58313/1	1/07/2020	4100-031200-6010-	-	15.72	1169936	Police Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58326/1	1/08/2020	4100-043200-6007-	-	17.09	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58331/1	1/08/2020	4100-032500-6007-	-	22.37	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58339/1	1/09/2020	4100-043200-6007-	-	41.18	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58343/1	1/09/2020	4100-043200-6007-	-	5.84	1169936	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	58347/1	1/09/2020	4100-043200-6007-	-	16.19	1169936	Repair & Maintenance Supplies	03174
						CHECK TOTAL	229.84			
0000000	002510	RAPP AREA OFFICE ON YOUTH	3RD QTR FY20	1/01/2020	4100-033600-3160-	-	1,074.50	1169937	Professional Services - Other	03174
0000000	002510	RAPP AREA OFFICE ON YOUTH	3RD QTR FY20	1/01/2020	4100-091900-5655-	-	6,162.50	1169937	Rappahannock Area Office on Yo	03174
						CHECK TOTAL	7,237.00			
0000000	001294	RAPP RIVER BASIN COMM	3RD QTR FY20	1/01/2020	4100-091900-5656-	-	250.00	1169938	Rappahannock River Basin Commi	03174
						CHECK TOTAL	250.00			
0000000	001530	RAPPANNOCK COMMUNITY	3RD QTR FY20	1/01/2020	4100-091900-5642-	-	1,443.50	1169939	Rappahannock Community College	03174
						CHECK TOTAL	1,443.50			
0000000	001532	RAPPANNOCK EMS COUNCIL	3RD QTR FY20	1/01/2020	4100-091900-5647-	-	1,849.75	1169940	Rappahannock EMS Council	03174
						CHECK TOTAL	1,849.75			
0000000	001106	RAPPANNOCK JUVENILE CTR	123521	1/01/2020	4100-033200-3840-	-	68,209.00	1169941	Juvenile Detention	03174
						CHECK TOTAL	68,209.00			
0000000	012195	RICHMOND OXYGEN COMPANY	328714	1/03/2020	4100-032500-6004-	-	18.35	1169942	Medical & Laboratory Supplies	03174
						CHECK TOTAL	18.35			
0000000	014523	STAPLES CONTRACT & COMMER	3433948280	12/16/2019	4100-071100-6001-	-	36.68	1169944	Office Supplies	03174
						CHECK TOTAL	36.68			
0000000	001932	STAPLES CREDIT PLAN	STMT 12152019	12/15/2019	4100-031200-6001-	-	46.13	1169945	Office Supplies	03174
						CHECK TOTAL	46.13			

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	NET AMOUNT	CHECK DATE	DESCRIPTION	BATCH
0000000	001008	THURMAN BRISBEN CENTER	3RD QTR FY20	1/01/2020	4100-091900-5663	-	2,375.00	1/16/2020	Thurmen Brisben Homeless Shelt	03174
						CHECK TOTAL	2,375.00			
0000000	004754	TIRE TREAD SERVICE INC	1-GS42305	11/25/2019	4100-031200-3311	-	1,328.40	1/16/2020	Contracted Svc - Vehicle Repai	03174
						CHECK TOTAL	1,328.40			
0000000	013975	TRANSUNION RISK AND	972721 201912-1	1/01/2020	4100-031200-3160	-	4.00	1/16/2020	Professional Services - Other	03174
						CHECK TOTAL	4.00			
0000000	001531	TRI-COUNTY SOIL & WATER	3RD QTR FY20	1/01/2020	4100-091900-5641	-	13,262.50	1/16/2020	Tri-County Soil/Water Cons. Di	03174
						CHECK TOTAL	13,262.50			
0004379	009757	TRUCKING THUNDER	3-0140362	11/19/2019	4100-035100-8105	-	3,071.66	1/16/2020	Capital Repl Vehicles	03174
						CHECK TOTAL	3,071.66			
0000000	014453	USW HOLDING COMPANY, LLC	0428867	12/04/2019	4100-022100-6001	-	33.75	1/16/2020	Office Supplies	03174
0000000	014453	USW HOLDING COMPANY, LLC	0430767	12/31/2019	4100-032520-6001	-	9.00	1/16/2020	Office Supplies	03174
0000000	014453	USW HOLDING COMPANY, LLC	0430847	12/31/2019	4100-032520-6001	-	9.00	1/16/2020	Office Supplies	03174
0000000	014453	USW HOLDING COMPANY, LLC	0430848	12/31/2019	4100-032520-6001	-	9.00	1/16/2020	Office Supplies	03174
0000000	014453	USW HOLDING COMPANY, LLC	0430993	12/31/2019	4100-022100-6001	-	19.00	1/16/2020	Office Supplies	03174
						CHECK TOTAL	79.75			
0000000	003969	VERIZON	00013065987	12/24/2019	4100-071100-5230	-	52.00	1/16/2020	Telephone	03174
0000000	003969	VERIZON	000130818541	12/27/2019	4100-022100-5230	-	44.28	1/16/2020	Telephone	03174
0000000	003969	VERIZON	000131136354	12/18/2019	4100-032520-5230	-	604.83	1/16/2020	Telephone	03174
0000000	003969	VERIZON	000871657309	12/18/2019	4100-071100-5230	-	74.57	1/16/2020	Telephone	03174
						CHECK TOTAL	775.68			
0000000	001434	VERIZON WIRELESS	9844534872	12/19/2019	4100-071100-5240	-	163.80	1/16/2020	Cell Phones	03174
						CHECK TOTAL	163.80			
0000000	001718	VIRGINIA STATE POLICE	STMT DEC 2019	1/01/2020	4100-012220-3840	-	27.00	1/16/2020	State Police Svc - Criminal Ck	03174
0000000	001718	VIRGINIA STATE POLICE	STMT DEC 2019	1/01/2020	4100-032520-3840	-	108.00	1/16/2020	State Police Svc - Criminal Ck	03174
						CHECK TOTAL	135.00			
0000000	001153	WASTE MANAGEMENT	2703463-0281-2	12/26/2019	4100-032520-3160	-	75.01	1/16/2020	Professional Services - Other	03174
0000000	001153	WASTE MANAGEMENT	2703879-0281-9	12/26/2019	4100-032520-3160	-	75.01	1/16/2020	Professional Services - Other	03174
						CHECK TOTAL	150.02			
						CHECK TYPE TOTAL	181,565.42			
						FINAL TOTAL	181,565.42			

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	002705	AMERICAS-FREDERICKSBURG	3100788226	12/31/2019	4501-084000-6008-	170.00	1169902	1/16/2020	Vehicle & Powered Equip Fuel	03174
					CHECK TOTAL	170.00				
0000000	009805	ATLANTIC BROADBAND	SA 12282019	12/28/2019	4501-082900-5230-	105.20	1169903	1/16/2020	Telephone	03174
					CHECK TOTAL	105.20				
0000000	014395	ATRIUM CONSTRUCTION LLC	KGS1979	12/31/2019	4501-084000-3310-	1,885.00	1169905	1/16/2020	Contracted Svc - Repair/Mainte	03174
					CHECK TOTAL	1,885.00				
0000000	010870	KING GEORGE TRUCK & TIRE	0000262	12/31/2019	4501-083000-3311-	2,703.04	1169925	1/16/2020	Contracted Svc - Vehicle Repai	03174
0000000	010870	KING GEORGE TRUCK & TIRE	0000262	12/31/2019	4501-084000-3311-	2,703.05	1169925	1/16/2020	Contracted Svc - Vehicle Repai	03174
0000000	010870	KING GEORGE TRUCK & TIRE	0000290	12/30/2019	4501-083000-3311-	280.08	1169925	1/16/2020	Contracted Svc - Vehicle Repai	03174
0000000	010870	KING GEORGE TRUCK & TIRE	0000290	12/30/2019	4501-084000-3311-	280.09	1169925	1/16/2020	Contracted Svc - Vehicle Repai	03174
					CHECK TOTAL	5,966.26				
0000000	009715	RANKINS TRUE VALUE INC	STWT 12252019	12/25/2019	4501-083000-6007-	135.14	1169936	1/16/2020	Repair & Maintenance Supplies	03174
0000000	009715	RANKINS TRUE VALUE INC	STWT 12252019	12/25/2019	4501-084000-6007-	767.55	1169936	1/16/2020	Repair & Maintenance Supplies	03174
					CHECK TOTAL	902.69				
0000000	012212	SULLIVAN'S TOWING &	55129	11/01/2019	4501-083000-3310-	450.00	1169946	1/16/2020	Contracted Svc - Repair/Mainte	03174
					CHECK TOTAL	450.00				
0000000	001602	USA BLUEBOOK	042557	10/18/2019	4501-084000-6007-	1,184.15	1169954	1/16/2020	Repair & Maintenance Supplies	03174
0000000	001602	USA BLUEBOOK	043066	10/18/2019	4501-084000-6007-	35.95	1169954	1/16/2020	Repair & Maintenance Supplies	03174
0000000	001602	USA BLUEBOOK	044988	10/22/2019	4501-084000-6007-	1,974.55	1169954	1/16/2020	Repair & Maintenance Supplies	03174
0000000	001602	USA BLUEBOOK	051088	10/28/2019	4501-084000-6007-	914.00	1169954	1/16/2020	Repair & Maintenance Supplies	03174
0000000	001602	USA BLUEBOOK	801240	1/31/2019	4501-084000-6007-	180.50	1169954	1/16/2020	Repair & Maintenance Supplies	03174
					CHECK TOTAL	2,100.15				
0000000	001153	WASTE MANAGEMENT	2703644-0281-7	12/26/2019	4501-084000-3160-	451.91	1169959	1/16/2020	Professional Services Other	03174
0000000	001153	WASTE MANAGEMENT	2703814-0281-6	12/26/2019	4501-084000-3160-	180.22	1169959	1/16/2020	Professional Services Other	03174
0000000	001153	WASTE MANAGEMENT	2703814-0281-6	12/26/2019	4501-083000-3160-	180.22	1169959	1/16/2020	Professional Services - Other	03174
					CHECK TOTAL	812.35				
					CHECK TYPE TOTAL	12,391.65				
					FINAL TOTAL	12,391.65				

**VIRGINIA:**

The Board of Supervisors of King George County, Virginia issued the following warrant(s) dated Friday, January 24, 2020 against the King George General checking account for FY19-20. As ordered issued by the authority granted by the Board of Supervisors.

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	NET AMOUNT	CHECK DATE	DESCRIPTION	BATCH
0000000	014562	ADVANCED PAINTING	1126	12/25/2019	4100-032520-3310-	-	3,495.00	1/24/2020	Contracted Svc - Repair/Mainte	03180
						CHECK TOTAL	3,495.00			
0000000	014257	AMAZON CAPITAL SERVICES	1TF6-WQJK-MFNR	1/14/2020	4100-012310-6001-	-	57.08	1/24/2020	Office Supplies	03180
0000000	014257	AMAZON CAPITAL SERVICES	1XNM-XFRP-HUQ6	1/09/2020	4100-012600-6050-	-	48.99	1/24/2020	Non-Capital Hardware/Software	03180
0000000	014257	AMAZON CAPITAL SERVICES	1XNM-XFRP-7FPV	1/09/2020	4100-012310-6001-	-	79.41	1/24/2020	Office Supplies	03180
0000000	014257	AMAZON CAPITAL SERVICES	19D9-R17V-LV47	1/09/2020	4100-012310-6001-	-	28.80	1/24/2020	Office Supplies	03180
0000000	014257	AMAZON CAPITAL SERVICES	19VC-IRQN-3TDH	1/13/2020	4100-043500-6040-	-	29.99	1/24/2020	Non-Capital Furniture/Equipment	03180
						CHECK TOTAL	244.27			
0000000	003261	AT&T	54037398367AN20	12/31/2019	4100-031400-5230-	-	41.27	1/24/2020	Telephone	03180
0000000	003261	AT&T	54077521437AN20	12/31/2019	4100-031200-5230-	-	39.96	1/24/2020	Telephone	03180
0000000	003261	AT&T	54077535737AN20	12/27/2019	4100-031200-5230-	-	47.16	1/24/2020	Telephone	03180
						CHECK TOTAL	128.39			
0000000	009805	ATLANTIC BROADBAND	CITZ CNT 010620	1/06/2020	4100-071100-5230-	-	94.15	1/24/2020	Telephone	03180
						CHECK TOTAL	94.15			
0000000	003338	BAY TECH/LABEL	135977	1/07/2020	4100-013100-6001-	-	46.11	1/24/2020	Office Supplies	03180
						CHECK TOTAL	46.11			
0000000	014334	BENCHMARK TOOL & SUPPLY	INV92174	1/08/2020	4100-032500-6016-	-	39.99	1/24/2020	Emergency/Preparedness Supplie	03180
						CHECK TOTAL	39.99			
0000000	013053	BMS DIRECT, INC.	141137P	1/16/2020	4100-012310-3500-	-	637.72	1/24/2020	Printing & Binding	03180
						CHECK TOTAL	637.72			
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031200-3700-	-	60.30	1/24/2020	Laundry - Drycleaning	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031200-5210-	-	29.10	1/24/2020	Postage	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031200-5540-	-	20.64	1/24/2020	Travel/Training	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031200-5550-	-	52.33	1/24/2020	Travel - Extradition of Prison	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031200-5810-	-	94.00	1/24/2020	Dues & Memberships	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-035100-6000-	-	94.95	1/24/2020	General Supplies	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031200-6000-	-	104.98	1/24/2020	Office Supplies	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031200-6001-	-	104.63	1/24/2020	Food Supplies	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031200-6002-	-	264.40	1/24/2020	Repair & Maintenance Supplies	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-035100-6007-	-	34.70	1/24/2020	Uniforms/Wearing Apparel	03180
0000000	002051	BUSINESS CARD	STWT 010120	1/06/2020	4100-031400-6011-	-	15.78	1/24/2020		03180
						CHECK TOTAL	875.81			
0000000	013539	CHRISTIAN & HARTON LLP	304029	11/26/2019	4100-012210-3150-	-	2,273.36	1/24/2020	Professional Services - Legal	03180
						CHECK TOTAL	2,273.36			
0000000	003031	CLERK/KG GEN DIST COURT	GT19-6588	1/08/2020	4100-021200-3155-	-	120.00	1/24/2020	Professional Serv-Appointed Co	03180
						CHECK TOTAL	120.00			
0000000	014168	COUNTY WASTE	3090758	1/03/2020	4100-043115-6013-	-	103.58	1/24/2020	Education/Recreation Supplies	03180
0000000	014168	COUNTY WASTE	3090767	1/03/2020	4100-043115-6013-	-	103.58	1/24/2020	Education/Recreation Supplies	03180
						CHECK TOTAL	207.16			
0000000	003191	DOMINION ENERGY VIRGINIA	3905845008FEB20	1/02/2020	4100-043200-5110-	-	1,721.36	1/24/2020	Electrical Services	03180

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	NET AMOUNT	CHECK DATE	DESCRIPTION	BATCH
0000000	003191	DOMINION ENERGY VIRGINIA	3984535744FEB20	1/02/2020	4100-083000-5110-	-	71.85-1169980	1/24/2020	Electrical Services	03180
0000000	003191	DOMINION ENERGY VIRGINIA	3999917150FEB20	1/02/2020	4100-083000-5110-	-	59.07 1169980	1/24/2020	Electrical Services	03180
0000000	003191	DOMINION ENERGY VIRGINIA	6985960902JAN20	12/31/2019	4100-043200-5110-	-	286.70 1169980	1/24/2020	Electrical Services	03180
						CHECK TOTAL	1,995.28			
0000000	003191	DOMINION ENERGY VIRGINIA	9485202247FEB20	1/02/2020	4100-083000-5110-	-	241.12 1169981	1/24/2020	Electrical Services	03180
0000000	003191	DOMINION ENERGY VIRGINIA	9510277206FEB20	1/02/2020	4100-083000-5110-	-	723.27 1169981	1/24/2020	Electrical Services	03180
						CHECK TOTAL	964.39			
0000000	001400	GALLS, AN ARAMARK CO., LLC	014676754	1/06/2020	4100-031200-6011-	-	360.00 1169985	1/24/2020	Uniforms/Wearing Apparel	03180
0000000	001400	GALLS, AN ARAMARK CO., LLC	014678714	1/06/2020	4100-031200-3311-	-	16.00 1169985	1/24/2020	Contracted Svc - Vehicle Repair	03180
0000000	001400	GALLS, AN ARAMARK CO., LLC	014681763	1/06/2020	4100-031200-6010-	-	49.82 1169985	1/24/2020	Police Supplies	03180
0000000	001400	GALLS, AN ARAMARK CO., LLC	014691560	1/07/2020	4100-031200-6011-	-	27.00 1169985	1/24/2020	Uniforms/Wearing Apparel	03180
0000000	001400	GALLS, AN ARAMARK CO., LLC	014698689	1/08/2020	4100-035100-8105-	-	318.60 1169985	1/24/2020	Capital Repl Vehicles	03180
0000000	001400	GALLS, AN ARAMARK CO., LLC	014703055	1/08/2020	4100-031200-6011-	-	124.00 1169985	1/24/2020	Uniforms/Wearing Apparel	03180
						CHECK TOTAL	895.42			
0000000	003771	IPWA - HR	INV50928H4D0Y0	10/22/2019	4100-031200-3160-	-	449.50 1169987	1/24/2020	Professional Services - Other	03180
						CHECK TOTAL	449.50			
0000000	003782	KG TERMITE&PEST	78556	1/07/2020	4100-043200-3320-	-	95.00 1169988	1/24/2020	Maintenance Service Contracts	03180
0000000	003782	KG TERMITE&PEST	78667	1/07/2020	4100-043200-3320-	-	100.00 1169988	1/24/2020	Maintenance Service Contracts	03180
						CHECK TOTAL	195.00			
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-031200-6008-	-	3,586.43 1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-035100-6008-	-	66.54 1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-012110-6008-	-	36.23 1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-092500-5899-	-	94.03 1169991	1/24/2020	Miscellaneous - Reimbursement/	03180
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-081200-6008-	-	146.84 1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-032520-6008-	-	2,920.71 1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-043100-6008-	-	36.48 1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-042400-6008-	-	26.61 1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
0000000	012037	MANSFIELD OIL COMPANY	SQLCD-572793	1/02/2020	4100-043200-6008-	-	432.05 1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
						CHECK TOTAL	7,345.92			
0000000	012998	NAPA OF FREDERICKSBURG	0274607	1/10/2020	4100-043200-6009-	-	2.80 1169993	1/24/2020	Vehicle & Powered Equip Suppli	03180
						CHECK TOTAL	2.80			
0000000	002096	NORTHERN NECK ELECT COOP	303698-001JAN20	1/07/2020	4100-043200-5110-	-	181.45 1169995	1/24/2020	Electrical Services	03180
0000000	002096	NORTHERN NECK ELECT COOP	72923-001JAN20	1/07/2020	4100-043200-5110-	-	250.03 1169995	1/24/2020	Electrical Services	03180
						CHECK TOTAL	431.48			
0000000	002270	R K PAYNE HVAC INC	55671	11/29/2019	4100-043200-3310-	-	6,630.00 1169997	1/24/2020	Contracted Svc - Repair/Mainte	03180
						CHECK TOTAL	6,630.00			
0000000	009715	RANKINS TRUE VALUE INC	58375/1	1/13/2020	4100-043200-6007-	-	17.99 1169998	1/24/2020	Repair & Maintenance Supplies	03180
0000000	009715	RANKINS TRUE VALUE INC	58380/1	1/13/2020	4100-043200-6007-	-	21.58 1169998	1/24/2020	Repair & Maintenance Supplies	03180
0000000	009715	RANKINS TRUE VALUE INC	58399/1	1/14/2020	4100-043200-6007-	-	21.34 1169998	1/24/2020	Repair & Maintenance Supplies	03180
0000000	009715	RANKINS TRUE VALUE INC	58406/1	1/14/2020	4100-043200-6007-	-	3.19 1169998	1/24/2020	Repair & Maintenance Supplies	03180
0000000	009715	RANKINS TRUE VALUE INC	58417/1	1/15/2020	4100-043200-6007-	-	6.10 1169998	1/24/2020	Repair & Maintenance Supplies	03180
0000000	009715	RANKINS TRUE VALUE INC	58418/1	1/15/2020	4100-043200-6007-	-	2.06 1169998	1/24/2020	Repair & Maintenance Supplies	03180



P/O NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	NET AMOUNT	CHECK DATE	DESCRIPTION	BATCH
0000000	009715 RANKINS TRUE VALUE INC	58420/1	1/15/2020	4100-043200-6007-	-	5.36	1/24/2020	Repair & Maintenance Supplies	03180
0000000	009715 RANKINS TRUE VALUE INC	58425/1	1/15/2020	4100-043200-6007-	-	2.65	1/24/2020	Repair & Maintenance Supplies	03180
					CHECK TOTAL	80.27			
0000000	001588 RAPPANNOCK REGJ JAIL	1 SCAAP GRANT18	1/22/2020	3100-190204-0204-	-	519.00	1/24/2020	Other Reimbursements & Recover	03180
					CHECK TOTAL	519.00			
0000000	012833 S FREEDMAN & SONS COMPANY	3671493	1/08/2020	4100-043200-6005-	-	224.48	1/24/2020	Janitorial Supplies	03180
					CHECK TOTAL	224.48			
0000000	001619 TREASURER OF VIRGINIA	LICENSE 2020	1/09/2020	4100-042400-5540-	-	75.00	1/24/2020	Travel/Training	03180
					CHECK TOTAL	75.00			
0000000	001669 TREASURER VIRGINIA TECH	FY20 2ND QTR	1/09/2020	4100-083000-5699-	-	18,838.43	1/24/2020	Payments to VPI	03180
					CHECK TOTAL	18,838.43			
0000000	002015 UNIFIRST CORP	288 1943233	1/07/2020	4100-043200-6005-	-	28.25	1/24/2020	Janitorial Supplies	03180
0000000	002015 UNIFIRST CORP	288 1943242	1/07/2020	4100-043200-3700-	-	154.78	1/24/2020	Laundry - Drycleaning	03180
0000000	002015 UNIFIRST CORP	288 1945384	1/14/2020	4100-043200-3700-	-	154.78	1/24/2020	Laundry - Drycleaning	03180
					CHECK TOTAL	337.81			
0000000	014453 USW HOLDING COMPANY, LLC	0430095	12/30/2019	4100-021200-6001-	-	6.75	1/24/2020	Office Supplies	03180
0000000	014453 USW HOLDING COMPANY, LLC	0430874	12/31/2019	4100-021200-6001-	-	18.00	1/24/2020	Office Supplies	03180
					CHECK TOTAL	24.75			
0000000	001140 V.A.L.E.C.O.	DUES FY20 COR	1/13/2020	4100-012310-5810-	-	85.00	1/24/2020	Dues & Memberships	03180
					CHECK TOTAL	85.00			
0000000	001064 VERIZON	62819031	1/10/2020	4100-012110-5230-	-	27.51	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-012310-5230-	-	27.51	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-012410-5230-	-	27.51	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-012510-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-012600-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-013200-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-021300-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-021600-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-022100-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-031200-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-035100-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-081200-5230-	-	27.50	1/24/2020	Telephone	03180
0000000	001064 VERIZON	62819031	1/10/2020	4100-071100-5230-	-	27.50	1/24/2020	Telephone	03180
					CHECK TOTAL	412.53			
0000000	003969 VERIZON	000130782929	12/24/2019	4100-083000-5230-	-	45.16	1/24/2020	Telephone	03180
0000000	003969 VERIZON	000159185988	12/31/2019	4100-031400-5230-	-	280.78	1/24/2020	Telephone	03180
0000000	003969 VERIZON	000159217636	12/31/2019	4100-031400-5230-	-	.01	1/24/2020	Telephone	03180
0000000	003969 VERIZON	000732120927	12/31/2019	4100-031400-5230-	-	107.30	1/24/2020	Telephone	03180
0000000	003969 VERIZON	000752604208	1/03/2020	4100-012600-5230-	-	460.00	1/24/2020	Telephone	03180
					CHECK TOTAL	893.25			
					CHECK TYPE TOTAL	48,562.27			
					FINAL TOTAL	48,562.27			

AP308

KING GEORGE COUNTY

A/P REGULAR CHECK REGISTER TIME-10:01:16

PAGE 1

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	NET AMOUNT	DESCRIPTION	BATCH
0000000	014168	COUNTY WASTE	3084771	12/31/2019	4150-042500-3320-	-	1/24/2020	119.50	Maintenance Service Contracts	03180
						CHECK TOTAL		119.50		
0000000	001849	LOCAL SERVICES LLC	50625	1/02/2020	4150-042500-3320-	-	1/24/2020	4,200.00	Maintenance Service Contracts	03180
0000000	001849	LOCAL SERVICES LLC	50626	1/02/2020	4150-042500-3320-	-	1/24/2020	120.00	Maintenance Service Contracts	03180
						CHECK TOTAL		4,320.00		
0000000	014045	MARY WASHINGTON MEDICAL	STWTF 01042020	1/04/2020	4150-042500-6000-	-	1/24/2020	32.00	General Supplies	03180
						CHECK TOTAL		32.00		
						CHECK TYPE TOTAL		4,471.50		
						FINAL TOTAL		4,471.50		

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	014257	AMAZON CAPITAL SERVICES	1RL4-3PVJ-RGRP	1/14/2020	4204-071500-6013-	88.79	1169964	1/24/2020	Education/Recreation Supplies 03180
						88.79			
0000000	004104	BOURNE & SONS JANITORIAL	11973	1/06/2020	4204-071510-6005-	150.00	1169974	1/24/2020	Janitorial Supplies 03180
						150.00			
						238.79			
						238.79			

CHECK TOTAL  
CHECK TYPE TOTAL  
FINAL TOTAL

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE	DESCRIPTION	BATCH
0000000	002664	BAKER & TAYLOR INC	5015904630	12/17/2019	4120-073100-6020-	28.31	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015904631	12/17/2019	4120-073100-6020-	16.92	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015904632	12/17/2019	4120-073100-6020-	62.89	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015904633	12/17/2019	4120-073100-6020-	15.29	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015904634	12/17/2019	4120-073100-6020-	9.29	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015904635	12/17/2019	4120-073100-6020-	39.84	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015907750	12/17/2019	4120-073100-6020-	533.10	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015907751	12/18/2019	4120-073100-6020-	284.49	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015907752	12/18/2019	4120-073100-6020-	579.06	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929405	1/02/2020	4120-073100-6020-	30.37	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929406	1/02/2020	4120-073100-6020-	35.49	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929407	1/02/2020	4120-073100-6020-	95.57	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929408	1/02/2020	4120-073100-6020-	14.79	1169969	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929409	1/02/2020	4120-073100-6020-	20.19	1169969	1/24/2020	Library Books - State Aid	03180
					CHECK TOTAL	1,765.60				
0000000	002664	BAKER & TAYLOR INC	5015929410	1/02/2020	4120-073100-6020-	15.29	1169970	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929411	1/02/2020	4120-073100-6020-	15.29	1169970	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929412	1/02/2020	4120-073100-6020-	16.38	1169970	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929413	1/02/2020	4120-073100-6020-	35.26	1169970	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929414	1/02/2020	4120-073100-6020-	30.00	1169970	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929415	1/02/2020	4120-073100-6020-	62.55	1169970	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929416	1/02/2020	4120-073100-6020-	422.09	1169970	1/24/2020	Library Books - State Aid	03180
0000000	002664	BAKER & TAYLOR INC	5015929422	1/07/2020	4120-073100-6020-	44.21	1169970	1/24/2020	Library Books - State Aid	03180
					CHECK TOTAL	641.07				
0000000	013422	CAVENDISH SQUARE	CAL321670I	12/18/2019	4120-073100-6020-	195.54	1169976	1/24/2020	Library Books - State Aid	03180
					CHECK TOTAL	195.54				
0000000	002047	GALE	69116811	1/02/2020	4120-073100-6020-	16.19	1169984	1/24/2020	Library Books - State Aid	03180
0000000	002047	GALE	69187266	1/09/2020	4120-073100-6020-	47.98	1169984	1/24/2020	Library Books - State Aid	03180
					CHECK TOTAL	64.17				
0000000	012805	LOOKOUT BOOKS	ARU0289403	1/09/2020	4120-073100-6020-	209.50	1169990	1/24/2020	Library Books - State Aid	03180
					CHECK TOTAL	209.50				
0000000	012037	MANSFIELD OIL COMPANY	ODO122802	1/02/2020	4120-073100-6008-	38.75	1169991	1/24/2020	Vehicle & Powered Equip Fuel	03180
					CHECK TOTAL	38.75				
0000000	014470	PROTECTION TECHNOLOGY SER	1042954	1/02/2020	4120-073100-5230-	140.00	1169996	1/24/2020	Telephone	03180
					CHECK TOTAL	140.00				
0000000	002038	ROBIN TENNEY	JAN-PETTY CASH	1/01/2020	4120-073100-5210-	7.35	1170000	1/24/2020	Postage	03180
0000000	002038	ROBIN TENNEY	JAN-PETTY CASH	1/01/2020	4120-073100-6001-	59.55	1170000	1/24/2020	Office Supplies	03180
0000000	002038	ROBIN TENNEY	JAN-PETTY CASH	1/01/2020	4120-073100-6013-	17.66	1170000	1/24/2020	Education/Recreation Supplies	03180
					CHECK TOTAL	84.56				
0000000	003871	STANDARD ELECTRIC TECH	5756	12/17/2019	4120-073100-3160-	240.00	1170002	1/24/2020	Professional Services - Other	03180
					CHECK TOTAL	240.00				
0000000	014523	STAPLES CONTRACT & COMMER	3433375672	12/09/2019	4120-073100-6001-	117.76	1170003	1/24/2020	Office Supplies	03180
					CHECK TOTAL	117.76				
					CHECK TYPE TOTAL	3,496.95				
					FINAL TOTAL	3,496.95				

AP308

KING GEORGE COUNTY

A/P REGULAR CHECK REGISTER TIME-10:00:48

TIME-10:00:48

PAGE 1

P/O	VEND.
NO.	NO.
---	---

VENDOR  
NAME  
-----

INVOICE  
NO. -----

INVOICE  
DATE

ACCOUNT  
NO. -----

000000

014459 GRAVATT PRODUCTIONS LLC

3FV84-N5A77-1P9

12/17/2019 4140-081700-3160-

-	-	CHECK	TOTAL
---	---	-------	-------

NET	CHECK
AMOUNT	NO.
---	---

CHECK  
DATE  
---

CHECK  
DATE  
---

DESCRIPTION	-----
-------------	-------

BATCH  
---

140.03	1169986	1/24/2020	Professional Services - Other
--------	---------	-----------	-------------------------------

140.03  
140.03

140.03

DATE	DESCRIPTION	AMOUNT	CHECK	TYPE	TOTAL
10/1/20	...	...	...	...	...
10/2/20	...	...	...	...	...
10/3/20	...	...	...	...	...
10/4/20	...	...	...	...	...
10/5/20	...	...	...	...	...
10/6/20	...	...	...	...	...
10/7/20	...	...	...	...	...
10/8/20	...	...	...	...	...
10/9/20	...	...	...	...	...
10/10/20	...	...	...	...	...
10/11/20	...	...	...	...	...
10/12/20	...	...	...	...	...
10/13/20	...	...	...	...	...
10/14/20	...	...	...	...	...
10/15/20	...	...	...	...	...
10/16/20	...	...	...	...	...
10/17/20	...	...	...	...	...
10/18/20	...	...	...	...	...
10/19/20	...	...	...	...	...
10/20/20	...	...	...	...	...
10/21/20	...	...	...	...	...
10/22/20	...	...	...	...	...
10/23/20	...	...	...	...	...
10/24/20	...	...	...	...	...
10/25/20	...	...	...	...	...
10/26/20	...	...	...	...	...
10/27/20	...	...	...	...	...
10/28/20	...	...	...	...	...
10/29/20	...	...	...	...	...
10/30/20	...	...	...	...	...
10/31/20	...	...	...	...	...
TOTAL					

140.03

FINAL TOTAL

MEETING OF THE BOARD OF SUPERVISORS  
OF KING GEORGE COUNTY, VIRGINIA  
Tuesday, January 21, 2020

Call to Order

**PRESENT:** Cathy Binder, Chairman  
Annie Cupka, Vice-Chairman  
Jeff Bueche, Member  
Richard Granger, Member  
Jeff Stonehill, Member  
Neiman C. Young, County Administrator  
Eric A. Gregory, County Attorney

**AMENDMENTS TO THE AGENDA** – Motion made by Ms. Cupka to add closed session to agenda. Seconded by Mr. Granger with each member voting aye.

**PUBLIC COMMENT**

**REPORTS OF MEMBERS OF THE BOARD**

Motion made by Ms. Binder to appoint Mr. Joseph Gaborow to the Citizen Budget Advisory Committee. Seconded by Mr. Bueche with each member voting aye.

Motion made by Ms. Cupka to appoint Mr. Ian Fox to the Economic Development Authority. Seconded by Mr. Bueche with each member voting aye.

Motion made by Mr. Bueche to appoint Mr. Guy Booth to the Economic Development Authority. Seconded by Mr. Granger with each member voting aye.

Motion made by Mr. Bueche to appoint Ms. Binder as the NACo/VACo liaison. Seconded by Mr. Stonehill with each member voting aye.

Motion made by Mr. Bueche to appropriate funds to the travel budget. Seconded by Mr. Granger with each member voting aye.

Motion made by Ms. Cupka to appoint Mr. Mark Crnarich to the Citizen Budget Advisory Committee. Seconded by Mr. Granger with each member voting aye.

Motion made by Mr. Granger to appoint Frank Fronzo to the Citizen Budget Advisory Committee. Seconded by Ms. Cupka with each member voting aye.

**Consent Agenda**

Motion made to approve by Mr. Granger, seconded by Mr. Bueche with each member voting aye.

**County Official Reports**

**Action Items**



## **Public Hearings**

A. Case Number 19-09-E01 Special Exception Permit request by Rodney Rollins to amend existing Special Exception Permit #90-08-E15. Motion made to approve by Mr. Granger, seconded by Mr. Bueche with each member voting aye.

B. Case Number 19-10-Z03: Amendment to the King George County Zoning Ordinance to allow microbreweries in the Retail Commercial District, C-1 and General Trade District, C-2 and to allow breweries in the Industrial Light District, I-1 and the Industrial District, I. Amendment to Sections 1.9, 2.9 and 2.11. Motion made to approve by Mr. Granger, seconded by Mr. Bueche with each member voting aye.

C. Case Number 18-11-E01 Special Exception Permit request for an Event Venue. Estate of White Hall owned by David and Bethany Cassell, Tax Map 22 Parcel 12A, 40 acres zoned A-2 (Limited Agricultural District). Motion made to approve by Mr. Bueche, seconded by Ms. Cupka with each member voting as follows: Mr. Bueche, aye; Ms. Cupka, aye; Mr. Stonehill, aye; Ms. Binder, aye; Mr. Granger, nay.

## **Presentations and Reports**

A. Presentation of Annual Audit by Mr. Andrew Grossnickle, Robinson Farmer and Cox

B. Smartscale Project Options Presentation by Mr. Nick Minor, Director of Economic Development and Tourism.

## **Discussion Items**

### **County Administrator's Report**

1. Mrs. Anne Bueche, the Chair of the Comprehensive Policy and Management Team (CPMT) requested that Ms. Danielle Hick be appointed to the CPMT as well as the attached list of current members be reappointed for Calendar Year 2020. Motion made to appoint Ms. Hick and reappoint current members by Ms. Cupka, seconded by Mr. Granger with each member voting aye.
2. VACO is pursuing taxing parity as one of its legislative priorities this year. VACO has asked that the Board of Supervisors adopt the attached resolution in support of this legislative priority. Motion made to approve by Mr. Granger, seconded by Ms. Cupka with each member voting aye.

## **Closed Session**

Motion made to convene in closed session by Ms. Cupka, seconded by Mr. Granger with each member voting aye.

Motion made to reconvene in open session by Ms. Cupka, seconded by Mr. Granger with each member voting aye.

**Adjourn** Motion made to adjourn to February 4, 2020 at 6:30 pm in the Board Room by Mr. Granger, seconded by Mr. Bueche with each member voting aye.

Meeting transcriptions may be found on the County's Website at <https://www.kinggeorgecountyva.gov/AgendaCenter/Board-of-Supervisors-2>  
Click on the green arrow of the corresponding meeting date.





## KING GEORGE COUNTY BOARD OF SUPERVISORS' AGENDA

Meeting Date: February 4, 2020  
Item Number: **Constitutional Officers' Report**

---

**Subject:** Constitutional Officers' Report

**Summary of Information:** See King George County Sheriff's presentation.

**Recommended Action:** As recommended by the King George County Sheriff.

Attachment(s):

- a. Resolution
- b. Public Notice

Legal Review:      ☒ Complete      ☐ Pending      ☐ N/A

**ORDINANCE ADOPTING -----, - ELECTRONIC  
SUMMONS SYSTEM ASSESSMENT TO THE CODE OF THE COUNTY OF  
KING GEORGE, VIRGINIA**

---

**WHEREAS**, pursuant to Va. Code §17.1-279.1, the governing body of any locality may impose a fee not to exceed \$5.00 as part of the costs for each criminal and traffic case in both the General District Court and the Circuit Court, in which the defendant is charged with a violation of any statute or ordinance; and

**WHEREAS**, said fee must be used to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system; and

**WHEREAS**, the King George County Board of Supervisors desires to assess said “Electronic Summons System” fee; and

**WHEREAS**, notice of the public hearing for this ordinance was published in accordance with Section 15.2-1427 of the Code of Virginia; and

**WHEREAS**, the King George County Board of Supervisors held a public hearing on this ordinance on --, 2020 at --- p.m. and all those who spoke were heard.

**NOW, THEREFORE, BE IT ORDAINED** that the King George County Board of Supervisors hereby adopts -----, - Electronic Summons System Assessment - to the Code of the County of King George, Virginia, as stated below:

**Article ---- Electronic Summons System Assessment**

**Sec. ----, - Purpose of article.**

The purpose of this article is to establish an assessment to be used solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.

**Sec. ----, - Imposition.**

In addition to all other fees imposed by law, there is hereby imposed in each criminal or traffic case in the King George district and circuit courts the maximum amount permitted by Va. Code §17.1-279.1 for purposes of an electronic summons system. Such assessment shall be ordered as a part of court costs collected by the clerk, deposited into the account of the King George County treasurer, and used by the County Sheriff’s Office for the purposes listed in Section ----. The assessment provided for in this section shall be in addition to all other costs prescribed by law for such purposes by the Code of Virginia, as it may be amended.

*State law reference— Code of Virginia, §17.1-279.1.*



## **KING GEORGE COUNTY NOTICE OF PUBLIC HEARING**

The Board of Supervisors of the County of King George, Virginia will hold a public hearing to receive public input regarding adoption of a proposed ordinance to the King George Code, [REDACTED] on Tuesday, February [REDACTED], 2020, at 6:00 p.m., in the Revercomb Building, Robert H. Combs Board Room, 10459 Courthouse Drive, King George, Virginia 22485. Following the public hearing, the Board of Supervisors will consider and may take action, including adoption, upon the proposed ordinance.

The proposed ordinance imposes a fee not to exceed \$5.00 as part of the costs for each criminal and traffic case in both the General District Court and the Circuit Court to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system. A copy of the full text of the Ordinance and proposed ordinance may be inspected in the Office of the County Administrator, Revercomb Building, 10459 Courthouse Drive, Suite 200, King George, VA 22485.

Anyone having questions regarding the above may contact the County Administrator's office, ([540] 775-9181), Monday through Friday, during regular working hours. Written comments may be submitted to the County Administrator's office, or mailed to 10459 Courthouse Drive, Suite 200, King George, VA 22485. All written comments must be received no later than 2:00 p. m., [REDACTED], February [REDACTED], 2020.

BY ORDER OF THE BOARD OF SUPERVISORS  
KING GEORGE COUNTY, VIRGINIA





## KING GEORGE COUNTY BOARD OF SUPERVISORS' AGENDA

Meeting Date: February 4, 2020  
Item Number: **02-03**

---

**Subject:** Presentations and Reports – for the Board of Supervisors

**Recommended Action:** For the Board of Supervisors' information.

**Summary of Information:** The following will be presented to the Board of Supervisors:

- A. Sheetz to Sheetz Run Presentation by Mr. Chris Chalkley
- B. Roseland Road Property Presentation by Mr. Chris Clarke, Director of Parks and Recreation



## KING GEORGE COUNTY BOARD OF SUPERVISORS' AGENDA

Meeting Date: February 4, 2020  
Item Number: **02-04**

---

**Subject:** Invitation for Bid Funding Request, Abatement of Public Nuisances.

**Summary of Information:** The Community Development staff received written complaints for three (3) separate properties. The properties are as follows:

1. 370 Emory Lane King George, VA. Complaint received: 03/29/2018
2. 17289 Osprey Road King George, VA. Complaint received: 11/27/2018
3. 17316 Osprey Road King George, VA. Complaint received: 11/27/2018

County staff conducted site visits, placarded each property, and sent the required certified mailings of the violation to the property owner of record. All three (3) properties have had public notice properly published in the Free Lance Star, as required by Chapter 4, Article III Unsafe Buildings and Structures, of the King George County Code.

370 Emory Lane, consists of a partially fire damaged structure that was originally placarded by King George Fire and Rescue on 02/10/2017. The home is abandoned and remains open and unsecured since the fire. Open to the elements, the structure is continuing to deteriorate.

17289 Osprey Road, consists of an abandoned mobile home that is unsecured. There is evidence of dumping on this property. An old wooden privy (outhouse) is located on this property that will need to be removed and the excavation filled, per Virginia Department of Health Regulations.

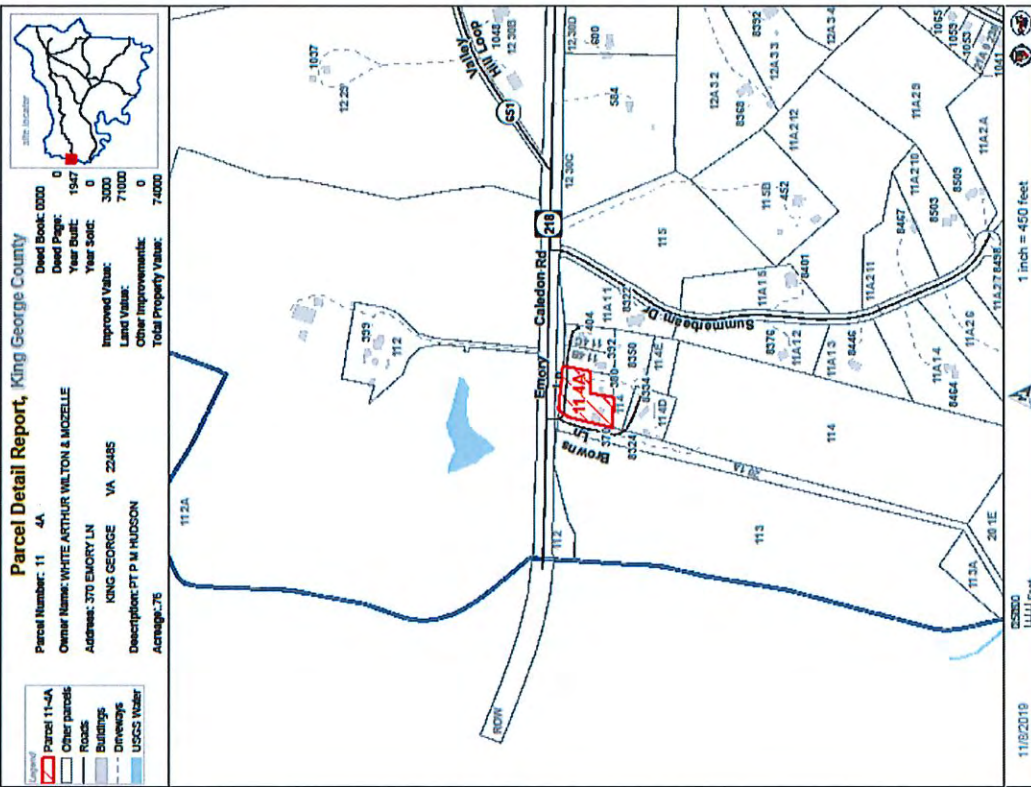
17316 Osprey Road, consists of a partially collapsed two story wooden structure. The property also has a collapsing small metal structure. The site also contains household debris and other undesirable trash about it.

**Recommendation:** The Department of Community Development staff recommends that the Board of Supervisors approve funding to secure and make weather tight 370 Emory Lane at a cost not to exceed 6,500.00. Approve funding to remove and abate 17289 Osprey Road at a cost not to exceed \$10,000.00, and approve funding to remove and abate 17316 Osprey Road at a cost not to exceed \$15,000.00. Total budget for these projects is not to exceed \$31,500.00. This does not include advertising cost for the Invitation to Bid.

Attachments:

1. Pictures/ Property Cards
2. Bid Packets





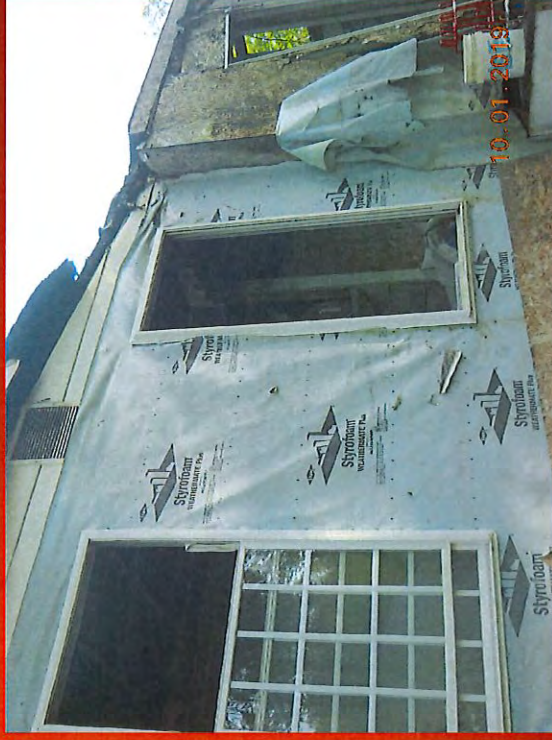


# 370 EMORY LANE





# 370 EMORY LANE

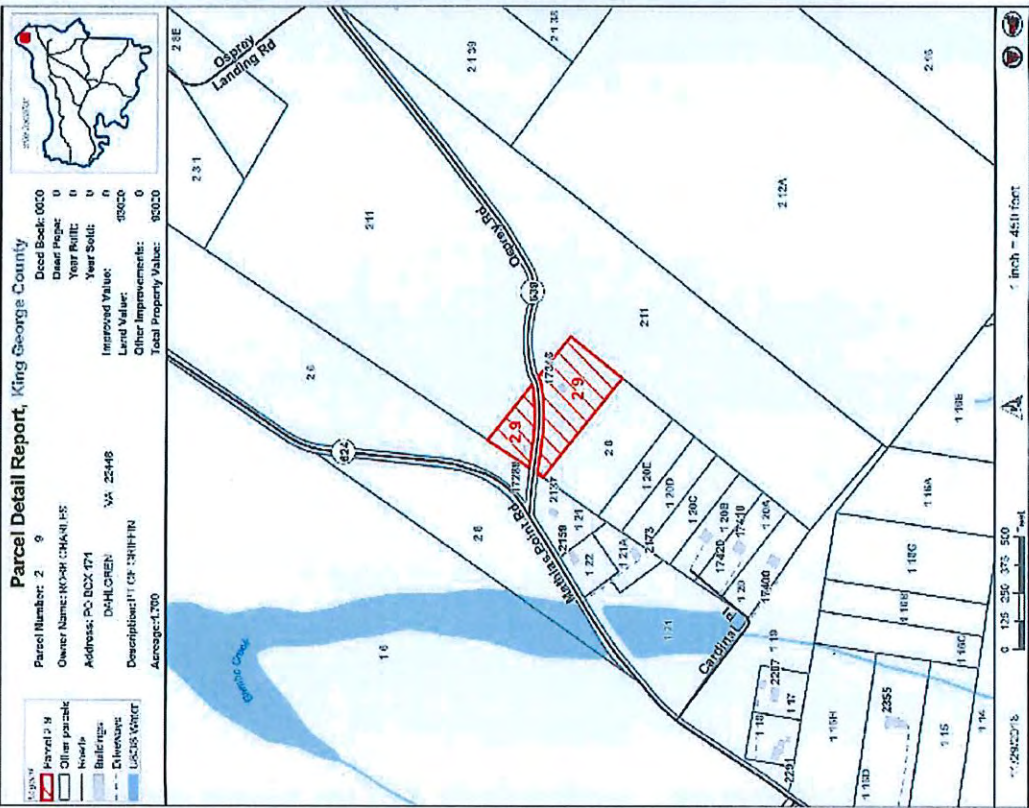




# 370 EMORY LANE









# 17289 OSPREY ROAD





# 17289 OSPREY ROAD





# 17289 OSPREY ROAD





# 17316 OSPREY ROAD





# 17316 OSPREY ROAD





17316 OSPREY ROAD







KING GEORGE COUNTY, VIRGINIA

INVITATION FOR BIDS

ISSUE DATE: \_\_\_\_\_, 2019

# IFB \_\_\_\_\_ -1400

**TITLE: REMOVAL OF MOBILE HOME LOCATED AT 17289 OSPREY ROAD, KING GEORGE, VIRGINIA**

Sealed Bids will be received until **2:00 PM** local prevailing time, as per the Official Purchasing Time clock, **on \_\_\_\_\_, 2019** for performing the work described herein. Late, facsimile and/or electronic bids will **not** be accepted. Accepted bids will be opened and read aloud at 2:15 P.M. in the Revercomb Building Board Room (first floor). All inquiries must be directed to:

**Lavita Cobb, Procurement Manager**

**Phone: (540) 775-8568**

**Fax: (540) 775-7692**

**E-Mail: lcobb@co.kinggeorge.state.va.us**

**BIDS MUST BE MARKED AS FOLLOWS ON THE OUTERMOST DELIVERY PACKAGING, AND DELIVERED TO:**

King George County Procurement Manager

10459 Courthouse Drive, Suite 201

King George, VA 22485

**IFB # 03262019-1400**

**Bidder's Name and Address must also be visible on the outside of the delivery container.**

King George County does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against any Bidder because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by law relating to discrimination in employment.

**Name and Address of Firm/Individual Submitting Bid:**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Signature In Ink

Print/Type

Virginia State Contractor's # (if applicable) \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail Address \_\_\_\_\_

Tax ID # \_\_\_\_\_

Virginia State Corporation Commission No. \_\_\_\_\_

**Questions:** All questions must be submitted in writing directly to the King George County Procurement Manager at the address referenced above. Questions will be accepted until 1:00 PM, \_\_\_\_\_, 2019. Questions may be sent by fax or email.

**DO NOT RETURN ALL PAGES OF THIS IFB PACKAGE – SEE SECTION 16.0**

## Table of Contents

	Page
1.0 PURPOSE .....	3
2.0 COMPETITION INTENDED .....	3
3.0 PERIOD OF CONTRACT .....	3
4.0 PRE-BID MEETING .....	3
5.0 EXAMINATION OF IFB DOCUMENTS AND SITES.....	4
6.0 SPECIFICATIONS .....	4
7.0 AWARD .....	6
7.1 NEGOTIATION WITH THE LOWEST BIDDER .....	6
8.0 WARRANTY .....	6
9.0 DELIVERY .....	6
9.1 FAILURE TO DELIVER .....	6
10.0 IFB AND BID CLARIFICATION .....	6
11.0 QUALIFICATIONS .....	7
12.0 INSURANCE .....	7
13.0 TAXES .....	9
14.0 REFERENCES .....	9
15.0 COOPERATIVE PROCUREMENT .....	9
16.0 BID SUBMISSION REQUIREMENTS .....	10
17.0 LATE BIDS .....	10
18.0 FACILITY CLOSURE .....	10
19.0 BID FORM COVER SHEET .....	11
19.1 Certification of Authority to Transact Business in the Commonwealth .....	11
20.0 BID FORM .....	12

SAMPLE CONSTRUCTION SERVICES AGREEMENT - ATTACHMENT A  
PARCEL DETAIL REPORT – ATTACHMENT B





King George County, a political subdivision of the Commonwealth of Virginia and a body politic, herein referred to as KGC, desires to obtain bids for the removal of a mobile home located at 17289 Osprey Road plus associated work as described herein. The scope of work includes the contractor obtaining all permits required for the work; removal and legal disposal of the mobile home; capping and/or sealing of the existing well, sewer line and electric service; clean-up, removal and legal disposal of materials and debris from the site; removal and filling old pit privy per VDH Regulations; and seed and mulch all areas of clean-up and land disturbance of the site (total disturbed area is estimated to be less than 2,500 square feet).

This Invitation for Bids (IFB), plus the resulting contract shall be consistent with and governed by the King George County Purchasing Ordinance and has been prepared in accordance with the Virginia Public Procurement Act.

For ease of reference, each individual/firm submitting a response (bid) to this Invitation for Bid (IFB) will hereinafter be referred to as a "Bidder". A Bidder whose bid results in an award will hereinafter be referred to as a "Contractor".

- 1.0 PURPOSE:** The Purpose and Intent of this Invitation for Bid (IFB) is to establish a **firm fixed price**, from qualified sources, for a Contractor to provide all services, labor and materials necessary for the removal of a mobile home located at 17289 Osprey Road in King George County, Virginia in accordance with the specifications, terms and conditions stated herein. The contractor shall provide all labor, materials, equipment, tools, transportation, obtaining all required permits; removal and legal disposal of the mobile home; capping and/or sealing of well, sewer line and electric service; clean-up, removal and legal disposal of materials and debris from the site; removal and filling old pit privy per VDH Regulations; and seeding and mulching all areas of clean-up and land disturbance, in accordance with this IFB and all applicable building codes, including ADA compliance. The Contractor shall obtain all required building and construction permits from the King George County Department of Community Development and Virginia Department of Health
- 2.0 COMPETITION INTENDED:** It is KGC's intent that this IFB permit competition. It shall be the Bidder's responsibility to advise the Procurement Manager, in writing, if any language, requirement, specifications, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this IFB to a single source. Such notification must be received by the Procurement Manager no later than five (5) business days prior to the date set for bids to close.
- 3.0 PERIOD OF CONTRACT:** The contract term shall be forty-five (45) consecutive calendar days from the date of Notice to Proceed to completion.
- 4.0 PRE-BID MEETING/SITE VISIT:** A pre-bid meeting **will** not be conducted. Bidders should contact Mr. Brad Hudson, Director of Community Development, at 540-775-7111 to schedule a time to



visit the project site.

The selected firm (Contractor) will not be relieved from assuming all responsibility for properly estimating the difficulties and cost of performing the work required by, described in, this IFB because of the failure to become acquainted with all the information concerning the site and work to be performed.

**5.0 EXAMINATION OF IFB DOCUMENTS AND WORK SITES:** Before submitting a Bid, each Bidder must (a) examine the IFB Documents thoroughly, (b) visit the work site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work, (c) familiarize himself with federal, state and local laws, ordinances, rules, and regulations that may in any manner affect cost, progress or performance of the Work, (d) study and carefully correlate Bidder's observations with the IFB Documents, and (e) notify the King George County Procurement Manager of all conflicts, errors, or discrepancies in the IFB Documents.

5.1 The County has not performed work or investigations associated with the location of existing utilities or associated with the existing structure.

5.2 Before submitting a Bid, each Bidder may, at Bidder's own expense, make or obtain any additional examinations, investigations, explorations, tests, and studies and obtain any additional information and data which pertains to the physical condition (surface, subsurface, soil, and underground facilities and utilities) at or contiguous to the site or otherwise which may affect cost, progress, performance, or furnishing of the Work and which Bidder deems necessary to determine its Bid for performing and furnishing the Work in accordance with the time, price and other terms and conditions of the IFB Documents.

5.3 On request in advance, County will provide each Bidder access to the sites to conduct such explorations and tests as each Bidder deems necessary for submission of a Bid. Bidder shall fill all holes, clean up and restore the sites to its former condition upon completion of such explorations.

**6.0 SPECIFICATIONS:** Provide all labor, tools, materials, equipment, supplies, and permits required for the removal of mobile home, plus appurtenant work, located at 17289 Osprey Road in King George County, Virginia:

6.1 **Preparation:** All materials and construction shall be in compliance with the Standards, Specifications and Regulations of the building and construction codes of the Commonwealth of Virginia and King George County, Virginia.

6.2 **Dimensions:** The existing structure to be removed is a manufactured home; approximately 320 square feet in size.

6.3 **Scope of Work:**

- a. The selected contractor shall have a license from the Virginia Board of Contractors to perform the work.
- b. All applicable OSHA safety measures are to be in place prior to commencing work.



- c. The contractor shall obtain permits and approvals from the King George County Department of Community Development and Virginia Department of Health prior to commencing work.
- d. The contractor shall ensure that all utilities that served the mobile home shall be disconnected, secured, sealed and capped prior to commencing work.
- e. Work shall include removal and legal disposal of the mobile home and foundation/supports/anchors.
- f. Work shall include removal of and filling in the old pit privy in accordance with VDH Regulations.
- g. Work shall include removal and legal disposal of all debris/trash stored on the property.
- h. The materials and debris resulting from the mobile home removal activities, including the debris/trash stored on the property shall be disposed of at the King George County Landfill; the contractor shall provide landfill tickets to the County. The contractor shall also provide disposal information to the County for the mobile home.
- i. All areas disturbed as a result of removal of the mobile home and removal of the debris shall be seeded and mulched; the area is estimated to not exceed 2,500 square feet.
- j. There shall be no work performed on weekends.

6.4 **Submittals:** Shop drawings, cut sheets, and manuals showing complete layouts, installation instructions, materials, products, and details of electrical, mechanical, plumbing and interior disconnection are not required for this project.

6.5 **Storage and Protection:** Materials stored on site before construction shall be stacked and covered with suitable weather tight covering. The contractor is responsible for the removal, protection, storage and reinstallation of furniture and furnishings.

6.6 **Materials.**

The Contractor shall provide and/or obtain all design, labor, materials, equipment, tools, transportation, disposal, clean-up, notifications, permits and appurtenances required to perform the work in accordance with local, State and Federal requirements.

7.0 **AWARD:** The award will be made to the lowest responsive and responsible Bidder that meets the specifications for all items and services indicated herein.

KGC reserves the right to reject any or all bids, in whole or in part, to waive any informality and to delete items prior to making the award, whenever it is deemed, in the sole opinion of KGC, to be in its best interest. KGC reserves the right to make the sole determination of whether the product/service offered meets the required level of quality and is acceptable. KGC's decision shall be final.

KGC intends to enter into a contract with the selected Bidder using its standard Construction Services Agreement. A sample Construction Services Agreement is attached to this IFB as Attachment A.

7.1 **Negotiation with lowest responsible bidder:** If the bid from the lowest responsive and responsible bidder exceeds available funds, KGC may negotiate with the low bidder to



obtain a contract price within available funds.

**8.0 WARRANTY:** All materials, and equipment shall be fully guaranteed against defects in material and workmanship for one year following completion of work. Should any defect be noted by the County, the Purchasing Office will notify Contractor of such defect or non-conformance.

**9.0 DELIVERY:** The required work shall take place at 17289 Osprey Road in King George County, Virginia 22485.

KGC may authorize, in writing, the Contractor to make arrangements to expedite delivery and installation for a critical item and/or service on an exception basis. The cost of special shipping will be borne by KGC. **The price for the item shall not be increased for expedited shipping service.**

Bidders shall indicate the timeframe in which delivery, design, construction, and completion may be expected upon issuance of a Notice to Proceed.

**Failure to Deliver/Right of County to Cure:** Failure to comply with the terms and conditions of this bid, including failure to deliver goods and/or services at the prices bid, times, quality and quantity, will be considered a condition of default under the contract. Should the Contractor be found in default, KGC may obtain/purchase the required goods/services on the open market, and the Contractor shall be responsible for all costs incurred by KGC; including the costs of procurement and the costs and prices in excess of the original bid/contracted price. Contractor shall reimburse KGC the excess costs incurred within ten (10) business days of invoice by KGC. Failure to timely pay the reimbursement shall also constitute default under the contract.

**10.0 IFB AND BID CLARIFICATION:** KGC reserves the right to request clarification of information submitted in response to this IFB and to request additional information of one or more bidders. All requests for additional information will be in writing and generated by the King George County Procurement Manager.

**Please Note: All inquires, suggestions, or requests pertaining to this IFB MUST be in writing and submitted to the Procurement Manager at the address listed on Page 1 of this solicitation.** KGC will not be responsible for oral interpretations/information given by any employee, agent, or other representative of KGC. The issuance of a written IFB Addendum signed by the King George County (KGC) Procurement Manager is the only official method whereby interpretation, clarification, or additional information can be issued. All Addenda may be viewed/obtained from the KGC website: [www.kinggeorgecountyva.gov](http://www.kinggeorgecountyva.gov) Government/Procurement Office/Solicitations. It shall be the bidder's responsibility to ensure that he/she has received all addendums prior to submitting a bid.

**11.0 QUALIFICATIONS:** Individuals/firms submitting bids shall have a minimum of five (5) years' experience designing, fabricating, and installing signage as described herein.

11.1 All individuals/firms submitting bids must be authorized as required by law to transact business in the Commonwealth. The Bidder's Authorization to Transact Business in the Commonwealth number (SCC #) issued by the Commonwealth of Virginia State Corporation Commission shall be noted on Page 1 of this IFB and included with the bid submission. Bids submitted without proof of Authorization, or without a noted exemption

from the Virginia State requirement will be rejected. All Authorization to Transact Business in the Commonwealth numbers and exemptions will be confirmed by the Procurement Manager prior to bid evaluation.

- 11.2 **Business license:** All firms doing business in King George County shall to be licensed in accordance with the County's Business Licensing regulations.

The King George County Business License requirements are as follows:

If a Contractor holds a Business License in the jurisdiction it's home office is located, then a King George County Business License is not required unless the amount earned in King George County during a calendar year is \$25,000 or greater.

If a Contractor does not hold a Business License from its home jurisdiction, then a King George County Business License is required when any calendar year's earnings within King George County are expected to meet or exceed \$2,500.

- 12.0 **INSURANCE:** The Contractor shall comply with the insurance requirements set forth in the following numbered paragraphs and those required under the Commonwealth of Virginia statutory requirements.

The Contractor shall provide KGC a certified Certificate of Insurance, with King George County listed as additional insured before a contract is executed and any work is started.

These certified copies shall be sent to the KGC Procurement Manager from the Contractor's insurance agent or representative. Certificates of Insurance submitted to KGC shall have the corresponding Contract/Agreement number noted on them.

12.1 The Contractor shall be responsible for its work and every part thereof, and for all materials, equipment, and property of any and all description used in connection therewith. The Contractor assumes all risks of direct and indirect damage or injury to any person or property wherever located, resulting from any action, omission, commission, or operation under the contract, or in connection in any way whatsoever with contracted work.

- 12.2 The Contractor shall, during the continuance of all work under the contract, provide and agree to maintain the following:

12.2.1 Worker's Compensation and Employees insurance under the Commonwealth of Virginia statutory requirements, to protect the Contractor from any liability or damages for any injuries (including death and disability) to any and all of its employees, or subcontractors, including any and all liability or damage which may arise by virtue of any statute or law in force with the Commonwealth of Virginia, or which may be hereinafter enacted.

12.2.2 General Liability insurance sufficient to protect the Contractor, its subcontractors, and the interest of KGC, against any or all injuries to third parties, including bodily injury and personal injury, wherever located, resulting from any action or operation under the Contract or in connection with the contracted work. The General Liability insurance shall also include the Broad Form General Liability endorsement, in addition to coverages for explosion, collapse, and underground



hazards, where required. Completed Operations Liability coverage shall continue in force for one year after completion of work. Professional liability insurance in the amount of \$1,000,000.00 is also required.

- 12.2.3 Automobile liability insurance, including property damage, covering all owned, non-owned, borrowed, leased, or rented vehicles operated by the Contractor and/or his/her subcontractors in the performance of the work. In addition, all mobile equipment used by the Contractor in connection with the contracted work, will be insured under either a standard Automobile Liability Policy, or a Commercial General Liability policy.
- 12.2.4 Liability insurance may be arranged by General Liability and Automobile Liability policies for the full limits required, or by a combination of underlying liability policies for lesser limits with the remaining limits provided by an Excess or Umbrella Liability policy.
- 12.2.5 The Contractor shall secure and maintain all insurance policies of its subcontractors. Those policies shall be made available to KGC on request.
- 12.2.6 No change, cancellation, or non-renewal shall be made to any insurance coverage without a thirty (30) day written notice to KGC Procurement Manager. The Contractor shall furnish the KGC Procurement Manager a new prior to any change or cancellation date. The failure of the Contractor to deliver a new and valid certificate will result in suspension of all payments until the new certificate is furnished to KGC Procurement Manager.
- 12.2.7 Insurance coverage required in these specifications shall be in force throughout the contract term. Should the Contractor fail to provide acceptable evidence of current insurance within five (5) days of written notice at any time during the contract term, KGC shall have the absolute right to terminate the contract without any further obligation to the Contractor, and the Contractor shall be liable to KGC for the entire additional cost of procuring the incomplete portion of the Contract at time of termination.
- 12.2.8 Compliance by the Contractor and all subcontractors with the foregoing requirements shall not relieve the Contractor and all subcontractors of their liabilities and obligations under this heading or under any other section or provisions of this contract.
- 12.2.9 Contractual and other Liability insurance provided under the Contract shall not contain a supervision, inspection, or services exclusion that would preclude KGC from supervising and/or inspecting the work as the end result. The Contractor shall assume all on-the-job responsibilities for the control of persons directly employed by it, the subcontractors, any person employed by the subcontractor.
- 12.2.10 Nothing contained herein shall be construed as creating any contractual relationship between any subcontractor and KGC. The Contractor shall be as fully responsible to KGC for the acts and omissions of the subcontractors and of persons employed by them as it is for the acts and omissions of persons directly employed by it.

- 12.2.11 Precaution shall be exercised at all times for the protection of persons (including employees) and property.
- 12.2.12 The Contractor, and all subcontractors, are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, as it may apply to the Contract.
- 12.2.13 King George County shall be named additional insured in the General Liability policies and stated so on the Certificate of Insurance.

**13.0 TAXES:** Contractor and all sub-contractors are responsible for all taxes associated with this project, unless otherwise specifically designated in the Agreement, including Sales/use Tax for the purchase and/or rental of materials, equipment and the like.

**14.0 REFERENCES:** Provide the current name, address, email, and telephone number of at least three (3) references the Bidder has served in the past three (3) years to whom the Bidder provided similar products and services as those listed in this IFB. References must be submitted with the bid form. Failure to provide the required references may cause the bid to be considered non-responsive, and eliminated from further consideration.

**15.0 COOPERATIVE PROCUREMENT:** As authorized by the Code of Virginia, this procurement is being conducted on behalf of, and may be used by, other public bodies, agencies, institutions and localities with the consent of the contractor.

Extension of Contract: Bidders are advised that all resultant contracts will be extended, with the authorization of the Contractor, to other Jurisdictions and Political Subdivisions of the Commonwealth of Virginia to permit the purchase of goods and/or use services at the prices and terms of the resulting contract. If any other jurisdiction decides to use the final contract, the Contractor(s) must deal directly with that jurisdiction or political subdivision concerning the placement of orders, issuance of the purchase orders, contractual disputes, invoicing and payment. King George County acts only as the "Contracting Agent" for these jurisdictions and political subdivisions. Failure to extend a contract to any jurisdiction will have no effect on consideration of your bid.

- 15.1 It is the awarded vendor's responsibility to notify the jurisdictions and political subdivisions of the availability of the contract(s).
- 15.2 Each participating jurisdiction and political subdivision has the option of executing a separate contract with the awardee. Contracts entered into with them may contain general terms and conditions unique to those jurisdictions and political subdivisions covering minority participation, non-discrimination. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.
- 15.3 KGC shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction or political subdivision by the awardee.

**16.0 BID SUBMISSION REQUIREMENTS:** Pages 1, 11, and 12 of this IFB must be completed and  
King George County IFB # \_\_\_\_\_-1400  
Removal of Mobile Home



submitted with the required references, a completed IRS form W9, and proof of legal authorization to conduct business in the Commonwealth (if applicable) to be considered responsive.

**16.1** IRS Form W9 may be downloaded from: <http://www.irs.gov/pub/irs-pdf/fw9.pdf?portlet=3>

**16.2** Authorization to Conduct Business in the Commonwealth information: <http://scc.virginia.gov/clk/index.aspx>

**17.0 LATE BIDS:** Late Bids are not allowed and will be rejected and returned, unopened, to the Bidder. It shall be the Bidder's responsibility to ensure his/her bid has been received by the KGC Finance Department/Purchasing Office on or before the deadline published above. KGC is not responsible for delays in the Postal service or other methods of delivery.

**18.0 FACILITY CLOSURE:** Due to inclement weather, or other emergency conditions, KGC may temporarily close its Administration facility. If bids are due on a day that the KGC Administration facility is closed, bids will be considered due at the same time on the next business day the facility is open to the public. During inclement weather, KGC facility closures are posted on the Web at <http://Fredericksburg.com>, or call (540) 775-9181.

(Remainder of Page Blank)

**19.0 BID FORM – COVER SHEET:**

Pages 1, 11, and 12 of this IFB must be completed and submitted with the required references, IRS Form W9, and proof of Authorization to Conduct Business in the Commonwealth (if applicable) to be considered responsive.

**DO NOT RETURN ALL PAGES OF THIS IFB PACKAGE – ONLY THE PAGES LISTED ABOVE.**

The Bidder shall agree to provide delivery of the goods and services, FOB Destination, as identified in IFB # 03262019-1400 at the following **firm fixed** delivered unit price in accordance with the specifications and terms and conditions identified herein. Shipping and handling charges must be included in unit price. Extra charges are not permitted. Bids submitted with extra charges may be considered non-responsive and eliminated from further consideration.

**Prices shall remain fixed throughout the term of the contract. All price escalations, and product substitutions, MUST be pre-approved, in writing, by the KGC Procurement Manager prior to being placed in effect. Submission of invoices with unauthorized charges, price increases, or unauthorized product substitutions, will not be accepted, and may be cause for contract termination.**

All bids shall be valid for a period of 45 days from date of bid opening. Bidders submitting bids valid for less than 45 days, and the contract period specified, will be rejected.

**19.1 Certification of Authority to Transact Business in the Commonwealth**

I hereby certify, by way of my signature on this Invitation for Bid, I am fully aware of, understand, and will comply with the product and service requirements, delivery, invoicing, terms and conditions as stated in this IFB.

Is Contractor organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Virginia Code? Yes \_\_\_\_\_ No \_\_\_\_\_ (check one)

If so, what is the Contractor's identification number issued by the SCC? \_\_\_\_\_

If not, state why the Contractor is not required to be so authorized: \_\_\_\_\_

\_\_\_\_\_

\*\*\*\*\*

Date: \_\_\_\_\_

Firm/Individual Submitting Bid (Signature): \_\_\_\_\_ (Please use blue ink)

Firm/Individual Submitting Bid (Print): \_\_\_\_\_

**An IRS Form W-9, references, and proof of Authorization to Conduct Business in the Commonwealth (if applicable) must be submitted with your bid. Failure to do so may be cause for rejection of bid as non-responsive.**





## 20.0 BID FORM

Name of firm/individual submitting bid: \_\_\_\_\_

### BASE BID:

#### Description

#### Total Price

"Removal of Mobile Located  
at 17289 Osprey Road in accordance with,  
and as specified in this IFB"

\_\_\_\_\_

Number of Calendar days to project completion from date of Notice to Proceed: 45

Total Base Bid Price: \$ \_\_\_\_\_ (Numeric)

\_\_\_\_\_ (Total bid base price in words)

**Contract award will be based on either the Total Base Bid Price amount shown above (including any properly submitted bid modifications). King George County reserves the right to negotiate with the low cost provider if the bid exceeds available funding.**

The undersigned understands that time is of the essence and agrees to achieve final completion of all required work within forty-five (45) consecutive calendar days from date of the Notice to Proceed issued by the County.

Acknowledgment is made of receipt of the following Addenda:

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

CERTIFICATION: I, \_\_\_\_\_, certify by my signature above that I am the  
duly authorized agent of \_\_\_\_\_, and have all right and authority  
to represent, and bind contractually, \_\_\_\_\_.



KING GEORGE COUNTY, VIRGINIA

INVITATION FOR BIDS

ISSUE DATE: \_\_\_\_\_, 2019

# IFB \_\_\_\_\_ -1400

**TITLE: DEMOLITION OF STRUCTURES LOCATED AT 17316 OSPREY ROAD, KING GEORGE, VIRGINIA**

Sealed Bids will be received until **2:00 PM** local prevailing time, as per the Official Purchasing Time clock, **on \_\_\_\_\_, 2019** for performing the work described herein. Late, facsimile and/or electronic bids will **not** be accepted. Accepted bids will be opened and read aloud at 2:15 P.M. in the Revercomb Building Board Room (first floor). All inquiries must be directed to:

**Lavita Cobb, Procurement Manager**

**Phone: (540) 775-8568**

**Fax: (540) 775-7692**

**E-Mail: lcobb@co.kinggeorge.state.va.us**

**BIDS MUST BE MARKED AS FOLLOWS ON THE OUTERMOST DELIVERY PACKAGING, AND DELIVERED TO:**

King George County Procurement Manager

10459 Courthouse Drive, Suite 201

King George, VA 22485

IFB # 03262019-1400

**Bidder's Name and Address must also be visible on the outside of the delivery container.**

King George County does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against any Bidder because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by law relating to discrimination in employment.

**Name and Address of Firm/Individual Submitting Bid:**

_____	Date:	_____
_____	By:	_____
_____		Signature In Ink
_____		Print/Type
Virginia State Contractor's # (if applicable) _____		
Telephone: _____	Fax:	_____
E-mail Address _____	Tax ID # _____	
_____	Virginia State Corporation Commission No.	_____

**Questions:** All questions must be submitted in writing directly to the King George County Procurement Manager at the address referenced above. Questions will be accepted until 1:00 PM, \_\_\_\_\_, 2019. Questions may be sent by fax or email.

**DO NOT RETURN ALL PAGES OF THIS IFB PACKAGE – SEE SECTION 16.0**

## Table of Contents

	Page
1.0 PURPOSE .....	3
2.0 COMPETITION INTENDED .....	3
3.0 PERIOD OF CONTRACT .....	3
4.0 PRE-BID MEETING .....	3
5.0 EXAMINATION OF IFB DOCUMENTS AND SITES.....	4
6.0 SPECIFICATIONS .....	4
7.0 AWARD .....	6
7.1 NEGOTIATION WITH THE LOWEST BIDDER .....	6
8.0 WARRANTY .....	6
9.0 DELIVERY .....	6
9.1 FAILURE TO DELIVER .....	6
10.0 IFB AND BID CLARIFICATION .....	6
11.0 QUALIFICATIONS .....	7
12.0 INSURANCE .....	7
13.0 TAXES .....	9
14.0 REFERENCES .....	9
15.0 COOPERATIVE PROCUREMENT .....	9
16.0 BID SUBMISSION REQUIREMENTS .....	10
17.0 LATE BIDS .....	10
18.0 FACILITY CLOSURE .....	10
19.0 BID FORM COVER SHEET .....	11
19.1 Certification of Authority to Transact	
Business in the Commonwealth .....	11
20.0 BID FORM .....	12

SAMPLE CONSTRUCTION SERVICES AGREEMENT - ATTACHMENT A

PARCEL DETAIL REPORT – ATTACHMENT B





King George County, a political subdivision of the Commonwealth of Virginia and a body politic, herein referred to as KGC, desires to obtain bids for the demolition of structures located at 17316 Osprey Road as described herein. The scope of work includes obtaining permits, demolition, capping and/or sealing of water and sewer line, disconnecting well, sewer and electric lines/services, legal disposal of materials, clean up removal and disposal of trash and debris, and seeding and mulching.

This Invitation for Bids (IFB), plus the resulting contract shall be consistent with and governed by the King George County Purchasing Ordinance and has been prepared in accordance with the Virginia Public Procurement Act.

For ease of reference, each individual/firm submitting a response (bid) to this Invitation for Bid (IFB) will hereinafter be referred to as a "Bidder". A Bidder whose bid results in an award will hereinafter be referred to as a "Contractor".

- 1.0 PURPOSE:** The Purpose and Intent of this Invitation for Bid (IFB) is to establish a **firm fixed price**, from qualified sources, for a Contractor to provide all services, labor and materials necessary for the demolition of structures located at 17316 Osprey Road in King George County, Virginia in accordance with the specifications, terms and conditions stated herein. The contractor shall provide all labor, materials, equipment, tools, transportation, permits, disposal, securing utilities, clean-up and all appurtenant work required to demolish the existing structures located at 17316 Osprey Road and dispose of the materials, as identified in this IFB, and in accordance with all applicable building codes, including ADA compliance. The Contractor shall obtain all building and construction permits and approvals from the King George County Department of Community Development and Virginia Department of Health, as required. The Contractor will be responsible for the removal and legal disposal of all materials and capping and/or sealing of existing utilities.
- 2.0 COMPETITION INTENDED:** It is KGC's intent that this IFB permit competition. It shall be the Bidder's responsibility to advise the Procurement Manager, in writing, if any language, requirement, specifications, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this IFB to a single source. Such notification must be received by the Procurement Manager no later than five (5) business days prior to the date set for bids to close.
- 3.0 PERIOD OF CONTRACT:** The contract term shall be forty-five (45) consecutive calendar days from the date of Notice to Proceed to completion.
- 4.0 PRE-BID MEETING/SITE VISIT:** A pre-bid meeting **will** not be conducted. Bidders should contact Mr. Brad Hudson, Director of Community Development, at 540-775-7111 to schedule a time to visit the project site.



The selected firm (Contractor) will not be relieved from assuming all responsibility for properly estimating the difficulties and cost of performing the work required by, described in, this IFB because of the failure to become acquainted with all the information concerning the site and work to be performed.

**5.0 EXAMINATION OF IFB DOCUMENTS AND WORK SITES:** Before submitting a Bid, each Bidder must (a) examine the IFB Documents thoroughly, (b) visit the work site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work, (c) familiarize himself with federal, state and local laws, ordinances, rules, and regulations that may in any manner affect cost, progress or performance of the Work, (d) study and carefully correlate Bidder's observations with the IFB Documents, and (e) notify the King George County Procurement Manager of all conflicts, errors, or discrepancies in the IFB Documents.

5.1 The County has not performed work or investigations associated with the location of existing utilities or associated with the existing structure.

5.2 Before submitting a Bid, each Bidder may, at Bidder's own expense, make or obtain any additional examinations, investigations, explorations, tests, and studies and obtain any additional information and data which pertains to the physical condition (surface, subsurface, soil, and underground facilities and utilities) at or contiguous to the site or otherwise which may affect cost, progress, performance, or furnishing of the Work and which Bidder deems necessary to determine its Bid for performing and furnishing the Work in accordance with the time, price and other terms and conditions of the IFB Documents.

5.3 On request in advance, County will provide each Bidder access to the sites to conduct such explorations and tests as each Bidder deems necessary for submission of a Bid. Bidder shall fill all holes, clean up and restore the sites to its former condition upon completion of such explorations.

**6.0 SPECIFICATIONS:** Provide all labor, tools, materials, equipment, supplies, and permits required for the demolition of existing structures located at 17316 Osprey Road in King George County:

6.1 **Preparation:** All materials and construction shall be in compliance with the Standards, Specifications and Regulations of the building and construction codes of the Commonwealth of Virginia and King George County, Virginia.

6.2 **Dimensions:** The existing buildings to be demolished are a dilapidated wood structure approximately 28'x32' in size with collapsed second story and an accessory collapsed metal structure approximately 10'x16 in size'.

6.3 **Scope of Work:**

- a. The selected contractor shall have a license from the Virginia Board of Contractors to perform building demolition.
- b. All applicable OSHA safety measures are to be in place prior to demolition.
- c. The contractor shall obtain a demolition permit from King George County prior to commencing work and shall obtain any required permits from the Virginia Department of Health.



- d. There is an existing ground level opening at the rear of the structure that is to be filled. If it is determined that this is an old well then it shall be abandoned in accordance with the Virginia Department of Health Regulations.
- e. The contractor shall ensure that water line, sewer line and electric service shall be disconnected, secured, sealed and capped prior to commencing demolition work.
- f. The contractor shall demolish the two structures, including foundations. The existing wood structure has asbestos shingles/siding. The contractor shall remove and legally dispose of the shingles and siding.
- g. Debris and trash stored on the site shall be removed from the site. All areas disturbed as a result of the demolition activities, including the areas where trash and debris were stored, shall be seeded and mulched. The area will not exceed 2,500 square feet.
- h. All materials and debris resulting from the demolition activities and clean-up activities shall be disposed of at the King George County Landfill; the contractor shall provide landfill tickets to the County.
- i. There shall be no work performed on weekends.

6.4 **Submittals:** Shop drawings, cut sheets, and manuals showing complete layouts, installation instructions, materials, products, and details of electrical, mechanical, plumbing and interior demolition are not required for this project.

6.5 **Storage and Protection:** Materials stored on site before construction shall be stacked and covered with suitable weather tight covering.

6.6 **Materials.**

The Contractor shall provide and/or obtain all design, labor, materials, equipment, tools, transportation, disposal, clean-up, notifications, permits and appurtenances required to perform the work in accordance with local, State and Federal requirements.

7.0 **AWARD:** The award will be made to the lowest responsive and responsible Bidder that meets the specification for all items and services indicated herein.

KGC reserves the right to reject any or all bids, in whole or in part, to waive any informality and to delete items prior to making the award, whenever it is deemed, in the sole opinion of KGC, to be in its best interest. KGC reserves the right to make the sole determination of whether the product/service offered meets the required level of quality and is acceptable. KGC's decision shall be final.

KGC intends to enter into a contract with the selected Bidder using its standard Construction Services Agreement. A sample Construction Services Agreement is attached to this IFB as Attachment A.

7.1 **Negotiation with lowest responsible bidder:** If the bid from the lowest responsive and responsible bidder exceeds available funds, KGC may negotiate with the low bidder to obtain a contract price within available funds.

8.0 **WARRANTY:** All materials, and equipment shall be fully guaranteed against defects in material and workmanship for one year following completion of work. Should any defect be noted by the County, the Purchasing Office will notify Contractor of such defect or non-conformance.



**9.0 DELIVERY:** The required work shall take place at the 17316 Osprey Road, King George, VA 22485.

KGC may authorize, in writing, the Contractor to make arrangements to expedite delivery and installation for a critical item and/or service on an exception basis. The cost of special shipping will be borne by KGC. **The price for the item shall not be increased for expedited shipping service.**

Bidders shall indicate the timeframe in which delivery, design, construction, and completion may be expected upon issuance of a Notice to Proceed.

**Failure to Deliver/Right of County to Cure:** Failure to comply with the terms and conditions of this bid, including failure to deliver goods and/or services at the prices bid, times, quality and quantity, will be considered a condition of default under the contract. Should the Contractor be found in default, KGC may obtain/purchase the required goods/services on the open market, and the Contractor shall be responsible for all costs incurred by KGC; including the costs of procurement and the costs and prices in excess of the original bid/contracted price. Contractor shall reimburse KGC the excess costs incurred within ten (10) business days of invoice by KGC. Failure to timely pay the reimbursement shall also constitute default under the contract.

**10.0 IFB AND BID CLARIFICATION:** KGC reserves the right to request clarification of information submitted in response to this IFB and to request additional information of one or more bidders. All requests for additional information will be in writing and generated by the King George County Procurement Manager.

**Please Note: All inquires, suggestions, or requests pertaining to this IFB MUST be in writing and submitted to the Procurement Manager at the address listed on Page 1 of this solicitation.** KGC will not be responsible for oral interpretations/information given by any employee, agent, or other representative of KGC. The issuance of a written IFB Addendum signed by the King George County (KGC) Procurement Manager is the only official method whereby interpretation, clarification, or additional information can be issued. All Addenda may be viewed/obtained from the KGC website: [www.kinggeorgecountyva.gov](http://www.kinggeorgecountyva.gov) Government/Procurement Office/Solicitations. It shall be the bidder's responsibility to ensure that he/she has received all addendums prior to submitting a bid.

**11.0 QUALIFICATIONS:** Individuals/firms submitting bids shall have a minimum of five (5) years' experience designing, fabricating, and installing signage as described herein.

11.1 All individuals/firms submitting bids must be authorized as required by law to transact business in the Commonwealth. The Bidder's Authorization to Transact Business in the Commonwealth number (SCC #) issued by the Commonwealth of Virginia State Corporation Commission shall be noted on Page 1 of this IFB and included with the bid submission. Bids submitted without proof of Authorization, or without a noted exemption from the Virginia State requirement will be rejected. All Authorization to Transact Business in the Commonwealth numbers and exemptions will be confirmed by the Procurement Manager prior to bid evaluation.

11.2 **Business license:** All firms doing business in King George County shall to be licensed in accordance with the County's Business Licensing regulations.



The King George County Business License requirements are as follows:

If a Contractor holds a Business License in the jurisdiction it's home office is located, then a King George County Business License is not required unless the amount earned in King George County during a calendar year is \$25,000 or greater.

If a Contractor does not hold a Business License from its home jurisdiction, then a King George County Business License is required when any calendar year's earnings within King George County are expected to meet or exceed \$2,500.

**12.0 INSURANCE:** The Contractor shall comply with the insurance requirements set forth in the following numbered paragraphs and those required under the Commonwealth of Virginia statutory requirements.

The Contractor shall provide KGC a certified Certificate of Insurance, with King George County listed as additional insured before a contract is executed and any work is started.

These certified copies shall be sent to the KGC Procurement Manager from the Contractor's insurance agent or representative. Certificates of Insurance submitted to KGC shall have the corresponding Contract/Agreement number noted on them.

12.1 The Contractor shall be responsible for its work and every part thereof, and for all materials, equipment, and property of any and all description used in connection therewith. The Contractor assumes all risks of direct and indirect damage or injury to any person or property wherever located, resulting from any action, omission, commission, or operation under the contract, or in connection in any way whatsoever with contracted work.

12.2 The Contractor shall, during the continuance of all work under the contract, provide and agree to maintain the following:

12.2.1 Worker's Compensation and Employees insurance under the Commonwealth of Virginia statutory requirements, to protect the Contractor from any liability or damages for any injuries (including death and disability) to any and all of its employees, or subcontractors, including any and all liability or damage which may arise by virtue of any statute or law in force with the Commonwealth of Virginia, or which may be hereinafter enacted.

12.2.2 General Liability insurance sufficient to protect the Contractor, its subcontractors, and the interest of KGC, against any or all injuries to third parties, including bodily injury and personal injury, wherever located, resulting from any action or operation under the Contract or in connection with the contracted work. The General Liability insurance shall also include the Broad Form General Liability endorsement, in addition to coverages for explosion, collapse, and underground hazards, where required. Completed Operations Liability coverage shall continue in force for one year after completion of work. Professional liability insurance in the amount of \$1,000,000.00 is also required.

12.2.3 Automobile liability insurance, including property damage, covering all owned, non-owned, borrowed, leased, or rented vehicles operated by the Contractor



and/or his/her subcontractors in the performance of the work. In addition, all mobile equipment used by the Contractor in connection with the contracted work, will be insured under either a standard Automobile Liability Policy, or a Commercial General Liability policy.

- 12.2.4 Liability insurance may be arranged by General Liability and Automobile Liability policies for the full limits required, or by a combination of underlying liability policies for lesser limits with the remaining limits provided by an Excess or Umbrella Liability policy.
- 12.2.5 The Contractor shall secure and maintain all insurance policies of its subcontractors. Those policies shall be made available to KGC on request.
- 12.2.6 No change, cancellation, or non-renewal shall be made to any insurance coverage without a thirty (30) day written notice to KGC Procurement Manager. The Contractor shall furnish the KGC Procurement Manager a new prior to any change or cancellation date. The failure of the Contractor to deliver a new and valid certificate will result in suspension of all payments until the new certificate is furnished to KGC Procurement Manager.
- 12.2.7 Insurance coverage required in these specifications shall be in force throughout the contract term. Should the Contractor fail to provide acceptable evidence of current insurance within five (5) days of written notice at any time during the contract term, KGC shall have the absolute right to terminate the contract without any further obligation to the Contractor, and the Contractor shall be liable to KGC for the entire additional cost of procuring the incomplete portion of the Contract at time of termination.
- 12.2.8 Compliance by the Contractor and all subcontractors with the foregoing requirements shall not relieve the Contractor and all subcontractors of their liabilities and obligations under this heading or under any other section or provisions of this contract.
- 12.2.9 Contractual and other Liability insurance provided under the Contract shall not contain a supervision, inspection, or services exclusion that would preclude KGC from supervising and/or inspecting the work as the end result. The Contractor shall assume all on-the-job responsibilities for the control of persons directly employed by it, the subcontractors, any person employed by the subcontractor.
- 12.2.10 Nothing contained herein shall be construed as creating any contractual relationship between any subcontractor and KGC. The Contractor shall be as fully responsible to KGC for the acts and omissions of the subcontractors and of persons employed by them as it is for the acts and omissions of persons directly employed by it.
- 12.2.11 Precaution shall be exercised at all times for the protection of persons (including employees) and property.
- 12.2.12 The Contractor, and all subcontractors, are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, as it may apply to the



## Contract.

12.2.13 King George County shall be named additional insured in the General Liability policies and stated so on the Certificate of Insurance.

- 13.0 TAXES:** Contractor and all sub-contractors are responsible for all taxes associated with this project, unless otherwise specifically designated in the Agreement, including Sales/use Tax for the purchase and/or rental of materials, equipment and the like.
- 14.0 REFERENCES:** Provide the current name, address, email, and telephone number of at least three (3) references the Bidder has served in the past three (3) years to whom the Bidder provided similar products and services as those listed in this IFB. References must be submitted with the bid form. Failure to provide the required references may cause the bid to be considered non-responsive, and eliminated from further consideration.
- 15.0 COOPERATIVE PROCUREMENT:** As authorized by the Code of Virginia, this procurement is being conducted on behalf of, and may be used by, other public bodies, agencies, institutions and localities with the consent of the contractor.

Extension of Contract: Bidders are advised that all resultant contracts will be extended, with the authorization of the Contractor, to other Jurisdictions and Political Subdivisions of the Commonwealth of Virginia to permit the purchase of goods and/or use services at the prices and terms of the resulting contract. If any other jurisdiction decides to use the final contract, the Contractor(s) must deal directly with that jurisdiction or political subdivision concerning the placement of orders, issuance of the purchase orders, contractual disputes, invoicing and payment. King George County acts only as the "Contracting Agent" for these jurisdictions and political subdivisions. Failure to extend a contract to any jurisdiction will have no effect on consideration of your bid.

- 15.1 It is the awarded vendor's responsibility to notify the jurisdictions and political subdivisions of the availability of the contract(s).
- 15.2 Each participating jurisdiction and political subdivision has the option of executing a separate contract with the awardee. Contracts entered into with them may contain general terms and conditions unique to those jurisdictions and political subdivisions covering minority participation, non-discrimination. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.
- 15.3 KGC shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction or political subdivision by the awardee.

- 16.0 BID SUBMISSION REQUIREMENTS:** Pages 1, 11, and 12 of this IFB must be completed and submitted with the required references, a completed IRS form W9, and proof of legal authorization to conduct business in the Commonwealth (if applicable) to be considered responsive.

**16.1** IRS Form W9 may be downloaded from: <http://www.irs.gov/pub/irs-pdf/fw9.pdf?portlet=3>



**16.2** Authorization to Conduct Business in the Commonwealth information:  
<http://scc.virginia.gov/clk/index.aspx>

**17.0 LATE BIDS:** Late Bids are not allowed and will be rejected and returned, unopened, to the Bidder. It shall be the Bidder's responsibility to ensure his/her bid has been received by the KGC Finance Department/Purchasing Office on or before the deadline published above. KGC is not responsible for delays in the Postal service or other methods of delivery.

**18.0 FACILITY CLOSURE:** Due to inclement weather, or other emergency conditions, KGC may temporarily close its Administration facility. If bids are due on a day that the KGC Administration facility is closed, bids will be considered due at the same time on the next business day the facility is open to the public. During inclement weather, KGC facility closures are posted on the Web at <http://Fredericksburg.com>, or call (540) 775-9181.

(Remainder of Page Blank)

**19.0 BID FORM – COVER SHEET:**

Pages 1, 11, and 12 of this IFB must be completed and submitted with the required references, IRS Form W9, and proof of Authorization to Conduct Business in the Commonwealth (if applicable) to be considered responsive.

**DO NOT RETURN ALL PAGES OF THIS IFB PACKAGE – ONLY THE PAGES LISTED ABOVE.**

The Bidder shall agree to provide delivery of the goods and services, FOB Destination, as identified in IFB # \_\_\_\_\_-1400 at the following **firm fixed** delivered unit price in accordance with the specifications and terms and conditions identified herein. Shipping and handling charges must be included in unit price. Extra charges are not permitted. Bids submitted with extra charges may be considered non-responsive and eliminated from further consideration.

**Prices shall remain fixed throughout the term of the contract. All price escalations, and product substitutions, MUST be pre-approved, in writing, by the KGC Procurement Manager prior to being placed in effect. Submission of invoices with unauthorized charges, price increases, or unauthorized product substitutions, will not be accepted, and may be cause for contract termination.**

All bids shall be valid for a period of 45 days from date of bid opening. Bidders submitting bids valid for less than 45 days, and the contract period specified, will be rejected.

**19.1 Certification of Authority to Transact Business in the Commonwealth**

I hereby certify, by way of my signature on this Invitation for Bid, I am fully aware of, understand, and will comply with the product and service requirements, delivery, invoicing, terms and conditions as stated in this IFB.

Is Contractor organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Virginia Code? Yes \_\_\_\_\_ No \_\_\_\_\_ (check one)

If so, what is the Contractor's identification number issued by the SCC? \_\_\_\_\_

If not, state why the Contractor is not required to be so authorized: \_\_\_\_\_

\_\_\_\_\_

\*\*\*\*\*

Date: \_\_\_\_\_

Firm/Individual Submitting Bid (Signature): \_\_\_\_\_ (Please use blue ink)

Firm/Individual Submitting Bid (Print): \_\_\_\_\_

**An IRS Form W-9, references, and proof of Authorization to Conduct Business in the Commonwealth (if applicable) must be submitted with your bid. Failure to do so may be cause for rejection of bid as non-responsive.**





## 20.0 BID FORM

Name of firm/individual submitting bid: \_\_\_\_\_

### BASE BID:

#### Description

#### Total Price

"Demolition of Structures Located  
at 17316 Osprey Road in accordance with,  
and as specified in this IFB"

\_\_\_\_\_

Number of Calendar days to project completion from date of Notice to Proceed: 45

Total Base Bid Price: \$ \_\_\_\_\_ (Numeric)

\_\_\_\_\_ (Total bid base price in words)

**Contract award will be based on either the Total Base Bid Price amount shown above (including any properly submitted bid modifications). King George County reserves the right to negotiate with the low cost provider if the bid exceeds available funding.**

The undersigned understands that time is of the essence and agrees to achieve final completion of all required work within forty-five (45) consecutive calendar days from date of the Notice to Proceed issued by the County.

Acknowledgment is made of receipt of the following Addenda:

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

CERTIFICATION: I, \_\_\_\_\_, certify by my signature above that I am the  
duly authorized agent of \_\_\_\_\_, and have all right and authority  
to represent, and bind contractually, \_\_\_\_\_.



KING GEORGE COUNTY, VIRGINIA

INVITATION FOR BIDS

ISSUE DATE: \_\_\_\_\_, 2019

# IFB \_\_\_\_\_ -1400

**TITLE: STABILIZATION OF STRUCTURE LOCATED AT 370 EMORY LANE, KING GEORGE, VIRGINIA**

Sealed Bids will be received until **2:00 PM** local prevailing time, as per the Official Purchasing Time clock, **on \_\_\_\_\_, 2019** for performing the work described herein. Late, facsimile and/or electronic bids will **not** be accepted. Accepted bids will be opened and read aloud at 2:15 P.M. in the Revercomb Building Board Room (first floor). All inquiries must be directed to:

**Lavita Cobb, Procurement Manager**

**Phone: (540) 775-8568**

**Fax: (540) 775-7692**

**E-Mail: lcobb@co.kinggeorge.state.va.us**

**BIDS MUST BE MARKED AS FOLLOWS ON THE OUTERMOST DELIVERY PACKAGING, AND DELIVERED TO:**

King George County Procurement Manager

10459 Courthouse Drive, Suite 201

King George, VA 22485

IFB # 03262019-1400

**Bidder's Name and Address must also be visible on the outside of the delivery container.**

King George County does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against any Bidder because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by law relating to discrimination in employment.

**Name and Address of Firm/Individual Submitting Bid:**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Signature In Ink

Print/Type

Virginia State Contractor's # (if applicable) \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail Address \_\_\_\_\_

Tax ID # \_\_\_\_\_

Virginia State Corporation Commission No. \_\_\_\_\_

**Questions:** All questions must be submitted in writing directly to the King George County Procurement Manager at the address referenced above. Questions will be accepted until 1:00 PM, \_\_\_\_\_, 2019. Questions may be sent by fax or email.

**DO NOT RETURN ALL PAGES OF THIS IFB PACKAGE – SEE SECTION 16.0**



## Table of Contents

	Page
1.0 PURPOSE .....	3
2.0 COMPETITION INTENDED .....	3
3.0 PERIOD OF CONTRACT .....	3
4.0 PRE-BID MEETING .....	3
5.0 EXAMINATION OF IFB DOCUMENTS AND SITES.....	4
6.0 SPECIFICATIONS .....	4
7.0 AWARD .....	6
7.1 NEGOTIATION WITH THE LOWEST BIDDER .....	6
8.0 WARRANTY .....	6
9.0 DELIVERY .....	6
9.1 FAILURE TO DELIVER .....	6
10.0 IFB AND BID CLARIFICATION .....	6
11.0 QUALIFICATIONS .....	7
12.0 INSURANCE .....	7
13.0 TAXES .....	9
14.0 REFERENCES .....	9
15.0 COOPERATIVE PROCUREMENT .....	9
16.0 BID SUBMISSION REQUIREMENTS .....	10
17.0 LATE BIDS .....	10
18.0 FACILITY CLOSURE .....	10
19.0 BID FORM COVER SHEET .....	11
19.1 Certification of Authority to Transact	
Business in the Commonwealth .....	11
20.0 BID FORM .....	12

SAMPLE CONSTRUCTION SERVICES AGREEMENT - ATTACHMENT A  
 PARCEL DETAIL REPORT – ATTACHMENT B



King George County, a political subdivision of the Commonwealth of Virginia and a body politic, herein referred to as KGC, desires to obtain bids for the stabilization of a fire damaged structure located at 370 Emory Lane as described herein. The scope of work includes obtaining permits, work to make the building watertight, disconnecting electric lines/services, legal disposal of materials, clean up removal and disposal of trash and debris, and seeding and mulching.

This Invitation for Bids (IFB), plus the resulting contract shall be consistent with and governed by the King George County Purchasing Ordinance and has been prepared in accordance with the Virginia Public Procurement Act.

For ease of reference, each individual/firm submitting a response (bid) to this Invitation for Bid (IFB) will hereinafter be referred to as a "Bidder". A Bidder whose bid results in an award will hereinafter be referred to as a "Contractor".

- 1.0 PURPOSE:** The Purpose and Intent of this Invitation for Bid (IFB) is to establish a **firm fixed price**, from qualified sources, for a Contractor to provide all services, labor and materials necessary for the stabilization of a structure located at 370 Emory Lane in King George County, Virginia in accordance with the specifications, terms and conditions stated herein. The contractor shall provide all labor, materials, equipment, tools, transportation, permits, disposal, clean-up and all appurtenant work required to make watertight the existing fire damaged structure located at 370 Emory Lane and dispose of the materials, as identified in this IFB, and in accordance with all applicable building codes, including ADA compliance. The Contractor shall obtain all building and construction permits and approvals from the King George County Department of Community Development and Virginia Department of Health, as required. The Contractor will be responsible for the removal and legal disposal of all materials and disconnecting existing electric line/service.
- 2.0 COMPETITION INTENDED:** It is KGC's intent that this IFB permit competition. It shall be the Bidder's responsibility to advise the Procurement Manager, in writing, if any language, requirement, specifications, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this IFB to a single source. Such notification must be received by the Procurement Manager no later than five (5) business days prior to the date set for bids to close.
- 3.0 PERIOD OF CONTRACT:** The contract term shall be forty-five (45) consecutive calendar days from the date of Notice to Proceed to completion.
- 4.0 PRE-BID MEETING/SITE VISIT:** A pre-bid meeting **will** not be conducted. Bidders should contact Mr. Brad Hudson, Director of Community Development, at 540-775-7111 to schedule a time to visit the project site.

The selected firm (Contractor) will not be relieved from assuming all responsibility for properly



estimating the difficulties and cost of performing the work required by, described in, this IFB because of the failure to become acquainted with all the information concerning the site and work to be performed.

**5.0 EXAMINATION OF IFB DOCUMENTS AND WORK SITES:** Before submitting a Bid, each Bidder must (a) examine the IFB Documents thoroughly, (b) visit the work site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work, (c) familiarize himself with federal, state and local laws, ordinances, rules, and regulations that may in any manner affect cost, progress or performance of the Work, (d) study and carefully correlate Bidder's observations with the IFB Documents, and (e) notify the King George County Procurement Manager of all conflicts, errors, or discrepancies in the IFB Documents.

- 5.1 The County has not performed work or investigations associated with the location of existing utilities or associated with the existing structure.
- 5.2 Before submitting a Bid, each Bidder may, at Bidder's own expense, make or obtain any additional examinations, investigations, explorations, tests, and studies and obtain any additional information and data which pertains to the physical condition (surface, subsurface, soil, and underground facilities and utilities) at or contiguous to the site or otherwise which may affect cost, progress, performance, or furnishing of the Work and which Bidder deems necessary to determine its Bid for performing and furnishing the Work in accordance with the time, price and other terms and conditions of the IFB Documents.
- 5.3 On request in advance, County will provide each Bidder access to the sites to conduct such explorations and tests as each Bidder deems necessary for submission of a Bid. Bidder shall fill all holes, clean up and restore the sites to its former condition upon completion of such explorations.

**6.0 SPECIFICATIONS:** Provide all labor, tools, materials, equipment, supplies, and permits required for making the existing fire damaged building located at 370 Emory Lane in King George County watertight per this IFB:

- 6.1 **Preparation:** All materials and construction shall be in compliance with the Standards, Specifications and Regulations of the building and construction codes of the Commonwealth of Virginia and King George County, Virginia.
- 6.2 **Dimensions:** After being damaged by fire, the building was placarded as unsafe on 2/10/2017; the placard will remain after the building is secured. The majority of the fire damage is located on the side and rear of the structure.
- 6.3 **Scope of Work:**
  - a. The selected contractor shall have a license from the Virginia Board of Contractors to perform building demolition.
  - b. All applicable OSHA safety measures are to be in place prior to commencing construction.
  - c. The contractor shall obtain permits from King George County prior to commencing work and shall obtain any required permits from the Virginia Department of Health.



- d. All broken and damaged windows shall be replaced, or covered and secured with exterior plywood.
- e. All doorways, damaged wall areas, and damaged roof areas shall be covered with water tight covering such as weather proof wrapping for the wall areas and roll roofing for the roof areas. All newly covered areas shall be secured from weather, pedestrian entry and animal entry. There are wall studs and rafters that were damaged and will need to be repaired/replaced so that the wall and roof areas can be covered with plywood prior to covering with wall wrapping and roll roofing.
- f. The electric service shall be disconnected from the building.
- g. Debris and trash resulting from the construction activities and all materials stored on the site shall be removed from the site. All areas disturbed as a result of the construction activities, including the areas where trash and debris were stored, shall be seeded and mulched. The area will not exceed 2,500 square feet.
- h. All materials and debris resulting from the construction activities and clean-up activities shall be disposed of at the King George County Landfill; the contractor shall provide landfill tickets to the County.
- i. There shall be no work performed on weekends.

6.4 **Submittals:** Shop drawings, cut sheets, and manuals showing complete layouts, installation instructions, materials, products, and details of electrical, mechanical, plumbing and interior demolition are not required for this project. The contractor shall provide specifications for the plywood, framing material, wall wrapping material, and roll roofing.

6.5 **Storage and Protection:** Materials stored on site before construction shall be stacked and covered with suitable weather tight covering.

6.6 **Materials.**

The Contractor shall provide and/or obtain all design, labor, materials, equipment, tools, transportation, disposal, clean-up, notifications, permits and appurtenances required to perform the work in accordance with local, State and Federal requirements.

7.0 **AWARD:** The award will be made to the lowest responsive and responsible Bidder that meets the specification for all items and services indicated herein.

KGC reserves the right to reject any or all bids, in whole or in part, to waive any informality and to delete items prior to making the award, whenever it is deemed, in the sole opinion of KGC, to be in its best interest. KGC reserves the right to make the sole determination of whether the product/service offered meets the required level of quality and is acceptable. KGC's decision shall be final.

KGC intends to enter into a contract with the selected Bidder using its standard Construction Services Agreement. A sample Construction Services Agreement is attached to this IFB as Attachment A.

7.1 **Negotiation with lowest responsible bidder:** If the bid from the lowest responsive and responsible bidder exceeds available funds, KGC may negotiate with the low bidder to obtain a contract price within available funds.



**8.0 WARRANTY:** All materials, and equipment shall be fully guaranteed against defects in material and workmanship for one year following completion of work. Should any defect be noted by the County, the Purchasing Office will notify Contractor of such defect or non-conformance.

**9.0 DELIVERY:** The required work shall take place at the 370 Emory Lane, King George, VA 22485.

KGC may authorize, in writing, the Contractor to make arrangements to expedite delivery and installation for a critical item and/or service on an exception basis. The cost of special shipping will be borne by KGC. **The price for the item shall not be increased for expedited shipping service.**

Bidders shall indicate the timeframe in which delivery, design, construction, and completion may be expected upon issuance of a Notice to Proceed.

**Failure to Deliver/Right of County to Cure:** Failure to comply with the terms and conditions of this bid, including failure to deliver goods and/or services at the prices bid, times, quality and quantity, will be considered a condition of default under the contract. Should the Contractor be found in default, KGC may obtain/purchase the required goods/services on the open market, and the Contractor shall be responsible for all costs incurred by KGC; including the costs of procurement and the costs and prices in excess of the original bid/contracted price. Contractor shall reimburse KGC the excess costs incurred within ten (10) business days of invoice by KGC. Failure to timely pay the reimbursement shall also constitute default under the contract.

**10.0 IFB AND BID CLARIFICATION:** KGC reserves the right to request clarification of information submitted in response to this IFB and to request additional information of one or more bidders. All requests for additional information will be in writing and generated by the King George County Procurement Manager.

**Please Note: All inquires, suggestions, or requests pertaining to this IFB MUST be in writing and submitted to the Procurement Manager at the address listed on Page 1 of this solicitation.** KGC will not be responsible for oral interpretations/information given by any employee, agent, or other representative of KGC. The issuance of a written IFB Addendum signed by the King George County (KGC) Procurement Manager is the only official method whereby interpretation, clarification, or additional information can be issued. All Addenda may be viewed/obtained from the KGC website: [www.kinggeorgecountyva.gov](http://www.kinggeorgecountyva.gov) Government/Procurement Office/Solicitations. It shall be the bidder's responsibility to ensure that he/she has received all addendums prior to submitting a bid.

**11.0 QUALIFICATIONS:** Individuals/firms submitting bids shall have a minimum of five (5) years' experience designing, fabricating, and installing signage as described herein.

11.1 All individuals/firms submitting bids must be authorized as required by law to transact business in the Commonwealth. The Bidder's Authorization to Transact Business in the Commonwealth number (SCC #) issued by the Commonwealth of Virginia State Corporation Commission shall be noted on Page 1 of this IFB and included with the bid submission. Bids submitted without proof of Authorization, or without a noted exemption from the Virginia State requirement will be rejected. All Authorization to Transact Business in the Commonwealth numbers and exemptions will be confirmed by the Procurement Manager prior to bid evaluation.

- 11.2 **Business license:** All firms doing business in King George County shall to be licensed in accordance with the County's Business Licensing regulations.

The King George County Business License requirements are as follows:

If a Contractor holds a Business License in the jurisdiction it's home office is located, then a King George County Business License is not required unless the amount earned in King George County during a calendar year is \$25,000 or greater.

If a Contractor does not hold a Business License from its home jurisdiction, then a King George County Business License is required when any calendar year's earnings within King George County are expected to meet or exceed \$2,500.

- 12.0 **INSURANCE:** The Contractor shall comply with the insurance requirements set forth in the following numbered paragraphs and those required under the Commonwealth of Virginia statutory requirements.

The Contractor shall provide KGC a certified Certificate of Insurance, with King George County listed as additional insured before a contract is executed and any work is started.

These certified copies shall be sent to the KGC Procurement Manager from the Contractor's insurance agent or representative. Certificates of Insurance submitted to KGC shall have the corresponding Contract/Agreement number noted on them.

12.1 The Contractor shall be responsible for its work and every part thereof, and for all materials, equipment, and property of any and all description used in connection therewith. The Contractor assumes all risks of direct and indirect damage or injury to any person or property wherever located, resulting from any action, omission, commission, or operation under the contract, or in connection in any way whatsoever with contracted work.

- 12.2 The Contractor shall, during the continuance of all work under the contract, provide and agree to maintain the following:

12.2.1 Worker's Compensation and Employees insurance under the Commonwealth of Virginia statutory requirements, to protect the Contractor from any liability or damages for any injuries (including death and disability) to any and all of its employees, or subcontractors, including any and all liability or damage which may arise by virtue of any statute or law in force with the Commonwealth of Virginia, or which may be hereinafter enacted.

12.2.2 General Liability insurance sufficient to protect the Contractor, its subcontractors, and the interest of KGC, against any or all injuries to third parties, including bodily injury and personal injury, wherever located, resulting from any action or operation under the Contract or in connection with the contracted work. The General Liability insurance shall also include the Broad Form General Liability endorsement, in addition to coverages for explosion, collapse, and underground hazards, where required. Completed Operations Liability coverage shall continue in force for one year after completion of work. Professional liability insurance in the amount of \$1,000,000.00 is also required.



- 12.2.3 Automobile liability insurance, including property damage, covering all owned, non-owned, borrowed, leased, or rented vehicles operated by the Contractor and/or his/her subcontractors in the performance of the work. In addition, all mobile equipment used by the Contractor in connection with the contracted work, will be insured under either a standard Automobile Liability Policy, or a Commercial General Liability policy.
- 12.2.4 Liability insurance may be arranged by General Liability and Automobile Liability policies for the full limits required, or by a combination of underlying liability policies for lesser limits with the remaining limits provided by an Excess or Umbrella Liability policy.
- 12.2.5 The Contractor shall secure and maintain all insurance policies of its subcontractors. Those policies shall be made available to KGC on request.
- 12.2.6 No change, cancellation, or non-renewal shall be made to any insurance coverage without a thirty (30) day written notice to KGC Procurement Manager. The Contractor shall furnish the KGC Procurement Manager a new prior to any change or cancellation date. The failure of the Contractor to deliver a new and valid certificate will result in suspension of all payments until the new certificate is furnished to KGC Procurement Manager.
- 12.2.7 Insurance coverage required in these specifications shall be in force throughout the contract term. Should the Contractor fail to provide acceptable evidence of current insurance within five (5) days of written notice at any time during the contract term, KGC shall have the absolute right to terminate the contract without any further obligation to the Contractor, and the Contractor shall be liable to KGC for the entire additional cost of procuring the incomplete portion of the Contract at time of termination.
- 12.2.8 Compliance by the Contractor and all subcontractors with the foregoing requirements shall not relieve the Contractor and all subcontractors of their liabilities and obligations under this heading or under any other section or provisions of this contract.
- 12.2.9 Contractual and other Liability insurance provided under the Contract shall not contain a supervision, inspection, or services exclusion that would preclude KGC from supervising and/or inspecting the work as the end result. The Contractor shall assume all on-the-job responsibilities for the control of persons directly employed by it, the subcontractors, any person employed by the subcontractor.
- 12.2.10 Nothing contained herein shall be construed as creating any contractual relationship between any subcontractor and KGC. The Contractor shall be as fully responsible to KGC for the acts and omissions of the subcontractors and of persons employed by them as it is for the acts and omissions of persons directly employed by it.
- 12.2.11 Precaution shall be exercised at all times for the protection of persons (including employees) and property.

12.2.12 The Contractor, and all subcontractors, are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, as it may apply to the Contract.

12.2.13 King George County shall be named additional insured in the General Liability policies and stated so on the Certificate of Insurance.

**13.0 TAXES:** Contractor and all sub-contractors are responsible for all taxes associated with this project, unless otherwise specifically designated in the Agreement, including Sales/use Tax for the purchase and/or rental of materials, equipment and the like.

**14.0 REFERENCES:** Provide the current name, address, email, and telephone number of at least three (3) references the Bidder has served in the past three (3) years to whom the Bidder provided similar products and services as those listed in this IFB. References must be submitted with the bid form. Failure to provide the required references may cause the bid to be considered non-responsive, and eliminated from further consideration.

**15.0 COOPERATIVE PROCUREMENT:** As authorized by the Code of Virginia, this procurement is being conducted on behalf of, and may be used by, other public bodies, agencies, institutions and localities with the consent of the contractor.

Extension of Contract: Bidders are advised that all resultant contracts will be extended, with the authorization of the Contractor, to other Jurisdictions and Political Subdivisions of the Commonwealth of Virginia to permit the purchase of goods and/or use services at the prices and terms of the resulting contract. If any other jurisdiction decides to use the final contract, the Contractor(s) must deal directly with that jurisdiction or political subdivision concerning the placement of orders, issuance of the purchase orders, contractual disputes, invoicing and payment. King George County acts only as the "Contracting Agent" for these jurisdictions and political subdivisions. Failure to extend a contract to any jurisdiction will have no effect on consideration of your bid.

15.1 It is the awarded vendor's responsibility to notify the jurisdictions and political subdivisions of the availability of the contract(s).

15.2 Each participating jurisdiction and political subdivision has the option of executing a separate contract with the awardee. Contracts entered into with them may contain general terms and conditions unique to those jurisdictions and political subdivisions covering minority participation, non-discrimination. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.

15.3 KGC shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction or political subdivision by the awardee.

**16.0 BID SUBMISSION REQUIREMENTS:** Pages 1, 11, and 12 of this IFB must be completed and submitted with the required references, a completed IRS form W9, and proof of legal authorization to conduct business in the Commonwealth (if applicable) to be considered responsive.



**16.1** IRS Form W9 may be downloaded from: <http://www.irs.gov/pub/irs-pdf/fw9.pdf?portlet=3>

**16.2** Authorization to Conduct Business in the Commonwealth information: <http://scc.virginia.gov/clk/index.aspx>

**17.0** **LATE BIDS:** Late Bids are not allowed and will be rejected and returned, unopened, to the Bidder. It shall be the Bidder's responsibility to ensure his/her bid has been received by the KGC Finance Department/Purchasing Office on or before the deadline published above. KGC is not responsible for delays in the Postal service or other methods of delivery.

**18.0** **FACILITY CLOSURE:** Due to inclement weather, or other emergency conditions, KGC may temporarily close its Administration facility. If bids are due on a day that the KGC Administration facility is closed, bids will be considered due at the same time on the next business day the facility is open to the public. During inclement weather, KGC facility closures are posted on the Web at <http://Fredericksburg.com>, or call (540) 775-9181.

(Remainder of Page Blank)

**19.0 BID FORM – COVER SHEET:**

Pages 1, 11, and 12 of this IFB must be completed and submitted with the required references, IRS Form W9, and proof of Authorization to Conduct Business in the Commonwealth (if applicable) to be considered responsive.

**DO NOT RETURN ALL PAGES OF THIS IFB PACKAGE – ONLY THE PAGES LISTED ABOVE.**

The Bidder shall agree to provide delivery of the goods and services, FOB Destination, as identified in IFB # \_\_\_\_\_-1400 at the following **firm fixed** delivered unit price in accordance with the specifications and terms and conditions identified herein. Shipping and handling charges must be included in unit price. Extra charges are not permitted. Bids submitted with extra charges may be considered non-responsive and eliminated from further consideration.

**Prices shall remain fixed throughout the term of the contract. All price escalations, and product substitutions, MUST be pre-approved, in writing, by the KGC Procurement Manager prior to being placed in effect. Submission of invoices with unauthorized charges, price increases, or unauthorized product substitutions, will not be accepted, and may be cause for contract termination.**

All bids shall be valid for a period of 45 days from date of bid opening. Bidders submitting bids valid for less than 45 days, and the contract period specified, will be rejected.

**19.1 Certification of Authority to Transact Business in the Commonwealth**

I hereby certify, by way of my signature on this Invitation for Bid, I am fully aware of, understand, and will comply with the product and service requirements, delivery, invoicing, terms and conditions as stated in this IFB.

Is Contractor organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Virginia Code? Yes \_\_\_\_\_ No \_\_\_\_\_ (check one)

If so, what is the Contractor's identification number issued by the SCC? \_\_\_\_\_

If not, state why the Contractor is not required to be so authorized: \_\_\_\_\_

\_\_\_\_\_

\*\*\*\*\*

Date: \_\_\_\_\_

Firm/Individual Submitting Bid (Signature): \_\_\_\_\_ (Please use blue ink)

Firm/Individual Submitting Bid (Print): \_\_\_\_\_

**An IRS Form W-9, references, and proof of Authorization to Conduct Business in the Commonwealth (if applicable) must be submitted with your bid. Failure to do so may be cause for rejection of bid as non-responsive.**





## 20.0 BID FORM

Name of firm/individual submitting bid: \_\_\_\_\_

### BASE BID:

#### Description

#### Total Price

"Stabilization of Structure Located  
at 370 Emory Lane in accordance with,  
and as specified in this IFB"

\_\_\_\_\_

Number of Calendar days to project completion from date of Notice to Proceed: 45

Total Base Bid Price: \$ \_\_\_\_\_ (Numeric)

\_\_\_\_\_ (Total bid base price in words)

**Contract award will be based on either the Total Base Bid Price amount shown above (including any properly submitted bid modifications). King George County reserves the right to negotiate with the low cost provider if the bid exceeds available funding.**

The undersigned understands that time is of the essence and agrees to achieve final completion of all required work within forty-five (45) consecutive calendar days from date of the Notice to Proceed issued by the County.

Acknowledgment is made of receipt of the following Addenda:

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

CERTIFICATION: I, \_\_\_\_\_, certify by my signature above that I am the  
duly authorized agent of \_\_\_\_\_, and have all right and authority  
to represent, and bind contractually, \_\_\_\_\_.



## KING GEORGE COUNTY BOARD OF SUPERVISORS' AGENDA

Meeting Date: February 4, 2020  
Item Number: **02-05**

---

**Subject:** Parks and Recreation Policies

**Summary of Information:**

1. Park Use Guidelines. Lays out the rules and guidelines for the use of parks including hours of operations, alcohol use, dumping of trash, and parking.
2. Service Project Policy. Sets a framework for service projects including church groups, individuals, and scout projects. Will allow the department to set a timeline to projects and requires volunteers to set a plan for their project.
3. Affiliate Manual. Creates a formal plan for partner non-profits that meet a need that Parks and Recreation does not. Sets the priority for facility reservations allowing affiliates to fall in line after Parks and Recreation and County School programs. Creates a set reimbursement rate for affiliates for their use of the fields and facilities.
4. Athletic Field Use, Distribution, and Rental Guidelines. Establishes the rules and regulations governing field rental by all groups not covered by the Affiliate Policy. Sets field rental rates which will allow for improved maintenance of fields which are currently not budgeted. Provides renters with specific guidelines of when not to use a field due to inclement weather.

**Recommended Action:** I ask the at the Board of Supervisors approve the following four policies for the Parks and Recreation Department with the Park Use Guidelines and Service Project Policy being effective immediately. In addition, that the Affiliate Policy and Athletic Field Use Guidelines be effective July 1, 2020 in order to allow for groups to prepare for the costs associated with the new policies and guidelines.

Legal Review        X   Complete             N/A

Attachments        X   Yes             No

Attachments:

1. Park Use Guidelines
2. Service Project Policy
3. Affiliate Manual
4. Athletic Field Use, Distribution, and Rental Guidelines



## County of King George

King George, Virginia

Formatted: Left: 0.75", Right: 0.75", Top: 0.75",  
Bottom: 0.75"

### SUBJECT: **PARK USE GUIDELINES**

PAGE 1 of 3

#### Intent

It is the intent of King George County to operate all public owned recreational facilities in a safe manner while providing reasonable access and use by the general public.

#### Definitions

The following terms, when used, shall have the following meanings except where the context clearly indicates a different meaning, or there is an express provision to the contrary: Park: All property owned, maintained, or operated by King George County for the use of public recreation and is under the auspices and control of the King George County Department of Recreation and Parks, Director: The Director of the Department of Recreation and Parks, County: King George County, Virginia.

#### Release of Liability

All users assume their own risks while at a County facility. All users shall hold harmless the County of King George, the King George County Board of Supervisors, the King George County Parks and Recreation Department, all their officers, agents, employees, staff, volunteers and successors from any claims, demands, injuries, damages, actions or causes of actions.

#### Hours of Operation

No person, except a law enforcement officer or County employee in the performance of his/her assigned duties, shall enter or remain in any park except during such hours as designated and posted by the County as the Hours of Operation. All activity must be completed by midnight. This may be waived if conditions warrant and written permission is given by the Director. Unauthorized persons will be considered trespassing and will be subject to the law as described by the Code of the County of King George, Virginia and the Code of Virginia.

#### Damage to Park Property Prohibited

No person, except an employee or authorized volunteer in the performance of his/her assigned duties, shall in any manner pick, pull, pull-up, tear, tear-up, dig, dig-up, cut down, break, burn, injure, deface, disturb, destroy, mutilate, disfigure, remove, scar, take or gather in any manner, in whole or in part, any part of any park, building, sign, equipment, or other property, including, but not limited to any tree, flower, fern, shrub, vine, turf, plant, rock, artifact, fossil, or mineral, found growing or being a part of the land or any park. Notwithstanding any permits in writing to permit collecting for scientific and/or educational purposes of trees, flowers, ferns, shrubs, vines, turf, plants, rocks, artifacts, fossils, minerals, or any part thereof in any park.

#### Use of Alcohol and Controlled Substances Prohibited.

It shall be unlawful to possess, consume, and /or distribute [on park property](#) any alcoholic beverages and/or controlled substances as defined by, and in accordance with [§ 18.2 - 247 et. seq.](#) and the Drug Control Act, Chapter 34 of Title 54.1 the Code of Virginia, 1950, as amended.

#### Dangerous Devices Prohibited

No person other than any law enforcement officer, emergency service person, or County employed security guard in the course of their respective employment shall have in his/her possession in any park, any firearm or other gun, including an air or gas powered gun, slingshot, bow and arrow, crossbow, dart device, boomerang, fireworks, or any other device for high speed missile projection, except in areas designated by the County and with the written permission of the Director.

**Commented [E1]:** Prohibited as to firearms per Va. Code 15.2-915. For consistency's sake and lack of confusion, I recommend deleting entire provision. This, however, could change, depending on what the General Assembly enacts this term, which will be effective July 1, 2020.

#### Animals Protected

No person, except an employee in the performance of his/her assigned duties, shall capture, pursue, molest, injure, attempt to injure, kill, or attempt to kill any animal in any park. This shall also include the disturbance and/or destruction of any nest. Enforcement shall be handled by the appropriate agency(s) and follow the laws as stated in the Code of the County of King George, Virginia and the Code of Virginia.

#### Pets must be kept on a Leash

In an effort to provide a safe environment, all pets are required to be kept and controlled on a leash of not more than ten (10) feet or securely penned or caged. Pet owners are responsible for their pets and are subject to the law in accordance with and pursuant to {29.1 et. seq. of the Code of Virginia, 1950, as amended, and {3.1 - 796 to 3.1 - 796.126 of the Code of Virginia, 1950, as amended.

### **SUBJECT: PARK USE GUIDELINES**

PAGE 2 of 3

#### Weather Conditions

Where thunder and lightning conditions are heard and/or seen, patrons of the park must go to their vehicles and remain inside until after 20 minutes past the last thunder heard and/or lightning seen. Where other severe conditions arise, patrons are requested to leave the park for their safety.

#### Use of Park Refuse Containers

No person, except an employee in the performance of his/her duties, authorized volunteer, or a renter, shall deposit, dump, place, or abandon any garbage, refuse, or trash not generated in a park in any park refuse container.

#### Tobacco Products

The use of tobacco products on or within athletic fields, spectator areas and picnic shelters is not permitted.

#### Golfing

The use of golf clubs is strictly prohibited except where designated by the County whereby the grounds are conducive to the activity and where adequate safety precautions may be ensured.

#### Roadways

No person, except an employee in the performance of his/her assigned duties, shall operate any type of motorized vehicle, motorcycle, motor assisted bicycle, 3 wheelers or 4 wheelers in areas of any park other than the established roadways or parking lots. Unless otherwise posted a 15-MPH speed limit is posted for parks.

#### Parking

No person, except an employee in the performance of his/her assigned duties, shall park a motor vehicle, motorcycle, or motor assisted bicycle, in areas of any park other than those designated and posted by the County as parking areas without permission from the Director. No owner or driver shall cause or permit a vehicle to stand in any space designated for use by handicapped unless the vehicle displays a license plate or decal issued by the commissioner of Motor Vehicles of Virginia or similar identification from another state.

#### Maintenance of Vehicles

No person, except an employee in the performance of his/her assigned duties, shall repair or otherwise maintain any motor vehicle, motorcycle, or motor assisted bicycle within any park except for minimum repair or maintenance of a disabled vehicle when such repair is necessary to make such vehicle operate.

#### Commercial Enterprises in Parks

No person, except an employee in the performance of his/her assigned duties, shall sell or offer for sale, hire, lease or let out, any object or merchandise, food or beverage, property, privilege, service or any other structure whatsoever, without a concession permit.

#### Advertisement and Announcements

No person, except an employee in the performance of his/her assigned duties or organizations in conjunction with a county sponsored event shall erect or post within any park, any sign, notice or advertisement of any nature, nor shall any person operate any musical instrument, radio, taking device, phonograph, tape recorder, or make any noise that would reasonably disturb others using the park without prior written permission from the Director.

#### Fire Restricted



No person, except an employee in the performance of his/her assigned duties, shall kindle, build, maintain, or use a fire other than in grills and in places designated by the county, except by prior written permission from the Director.

**SUBJECT: PARK USE GUIDELINES**

**PAGE 3 of 3**

**ADDITIONAL GUIDELINES AS IT PERTAINS TO GROUP USAGE**

**Groups Interested in Using Park Facilities**

Groups/organizations interested in using the County parks and recreation facilities must fill out the appropriate application, return application, pay any applicable fees and await confirmation before holding an event. Group is responsible for obtaining any applicable local, state or federal permits associated with the County approved activities planned. Events held without the proper permit authorizations may be shut down prior to, or the day of the scheduled event.

**SUBJECT: PARK USE GUIDELINES**

**PAGE 3 of 3**

**Group Responsibilities**

The organization using the facility shall be responsible for the care of the property and the proper conduct of persons in attendance.

**Attendance by a responsible person**

A responsible person shall be at all scheduled functions held on Parks and Recreation property. Such a person shall work cooperatively with Department personnel to ensure proper care of property and enforcement of regulations. Applicant accepts responsibility for any damages, which might occur during the period of use. The applicant agrees to hold the County harmless from any and all claims for injuries of persons incurred while using County facilities.

**Crowd Limitation**

Attendance shall be limited to the maximum number persons and/or parking that the given facility is designed to accommodate.

**Grounds and Property**

The organization using the facility shall keep all areas cleared of trash, litter and debris at all times during the period of time that the facility is being used. County property shall not be removed from the premises except by prior permission of the Department Director. The Parks and Recreation Department reserves the right to inspect the premises during any activity.

**Staging or Decorations**

Decorations must be installed so as not to deface or damage the facility. Special equipment such as lights, amplifiers, tents, mechanical rides, etc. are not permitted without the proper permits issued through Building Inspectors Office Department of Community Development

**Storage**

No group, without expressed written consent, will be allowed to store supplies or equipment in County parks.







## Parks & Recreation

### SERVICE PROJECT POLICY

#### I. STATEMENT OF NEED

The Parks and Recreation Department receives proposals regularly for community service projects to be performed by various individuals and community organizations. As such, there is a need to establish general guidelines and policies for said projects under the guidance of the King George County Parks & Recreation Department to ensure proper planning, budgeting, and appropriateness of projects within the King George County Parks System.

#### II. AUTHORITY AND RESPONSIBILITY

The King George Parks & Recreation Advisory Committee carries the responsibility ~~of~~ investigating and determining the needs and interests of the community for recreation facilities and programs, and to make recommendations to the Parks and Recreation Department for the establishment of parks and recreation facilities.

#### III. STATEMENT OF PHILOSOPHY

The philosophy of the King George Parks & Recreation Advisory Committee is that community service is ~~a~~ are valuable and ~~an~~ important part of incorporating community involvement, personal and professional growth, and overall good citizenship. King George Parks & Recreation is pleased to participate with individuals and community organizations in accommodating useful and worthwhile projects.

#### IV. PROJECT GUIDELINES

##### Requirements

For an organization or individual to receive a project with the department, they must meet all of the following requirements:

- ▲The individual or organization has read the King George County – Service Project Policy;;
- ▲The individual or organization is prepared to make all contacts and communications required to successfully complete the project with limited King George Parks & Recreation involvement other than general project oversight;;
- ▲The individual or organization is prepared to present themselves in a professional manner in all communications (phone calls, meetings, e-mails, etc.) with the County Staff; and;
- ▲The project chosen (or contemplated) is of a scope and level that can be accomplished by the individual or organization and their crew within an agreed upon time frame.

Formatted: Underline

Commented [FV1]: All of the following?

Formatted: List Paragraph, Bulleted + Level: 1 +  
Aligned at: 0.5" + Indent at: 0.75"

Please note that the County Staff has official duties that take priority over service projects. Therefore, service project meetings are arranged around the County Staff's schedule.

#### Project Selection

Formatted: Underline

The individual or organization must initiate a Project Selection meeting with County Staff to present their proposal or discuss County Project Ideas.

- Service projects are available through the following means:

- ✦ King George Parks & Recreation Generated Projects: King George Parks & Recreation maintains a list of appropriate and approved projects designated as service projects. The number of projects each year will be limited and will be available on a first-come first-served basis.

- ✦ Individual or Organization Proposal: The Department welcomes and encourages project proposals from individuals or organizations. The feasibility of proposals will be judged on a case-by-case basis; to determine if the project is a benefit to both the Department and the community and meets Department standards.

- If an individual or organization chooses a King George Parks & Recreation Generated Projects, they must arrange for a meeting with the County Staff at the project site and talk about project details.
- Individual's and organizations must read and sign the Department of Parks & Recreation Service Project Policy. Department staff will review this policy with the individual or organization to address any question's they may have regarding the Department's expectations.

#### Process

Formatted: Underline

- Upon selection of a project, the individual or organization must provide the King George Parks & Recreation Advisory Committee an outline of how the project will be completed including funding sources, budget, and work schedule.
- The individual or organization determines the source of funding for the project. Funds for service projects are generally not available through King George Parks & Recreation.
- The individual or organization must notify the County Staff two (2) weeks in advance of the first workday to arrange for a walk through at the project site. At the walk through, the location for material delivery should be determined, construction locations flagged, and last minute questions answered.

#### Project Completion

Formatted: Underline

- All volunteers must sign a King George County Parks & Recreation Volunteer Waiver prior to project commencement. Volunteers who do not sign the waiver will not be allowed to participate. Minors must have parental signatures.
- It is the responsibility of the individual or organization to make appropriate schedule adjustments in the event of workday cancellations or if necessary postponements occur. Notification to County Staff is required for any schedule adjustments.
- The individual or organization must conduct themselves as a representative of the King George County at all times. It is the individual's and organization's responsibility to assure that everyone associated with



the project is courteous in their contacts with the public and performs their duties in a prompt, safe, and reliable manner.

Once the project has been completed, the individual or organization must schedule a final walk through with King George County Parks & Recreation staff. If the project has been completed as agreed upon, it will be accepted as complete; however, a punch list may be generated of items needing correction prior to the County's acceptance of the project. It is the responsibility of the individual or organization to correct any punch list items noted during final walkthrough. A deadline to complete punch list items will be mutually agreed upon by the Director and project leader.

Commented [FV2]: Time frame of when punch list items need to be completed?

#### Project Cancellation

Reasons a service project with King George Parks & Recreation may be cancelled include the following:

- The quality of work on the project does not meet the Department's or County's standards including those set by Community Development, Fire/Rescue, etc.
- The individual or organization and their volunteers disrespect the Department's property, personnel, or members of the community.

Commented [FV3]: What about notice that is required for cancellation?  
Also, what happens after cancellation?

Formatted: Underline

Formatted: Underline

Commented [FV4]: Discretionary?

When possible, King George Parks & Recreation will warn the Project Leader and give them an opportunity to take corrective action.

Formatted: No underline

#### Policy Recognition

This policy outlines and signature confirms the individual or organization is informed of all rules and regulations associated with a service project award such as Eagle Scout or Gold Award. If the individual or organization, or members of the volunteer group, chooses not to follow the rules and regulations, the Department staff reserves the option of ceasing operations on the project which could jeopardize that award.

Formatted: Underline

Commented [FV5]: Is this different than cancellation?

#### V. ANNUAL REVIEW

The King George Parks and Recreation Advisory Committee shall review this Service Project Policy as needed to ensure the best possible service to the public.

|

Formatted: Different first page header

King George Parks & Recreation Affiliate Manual 2020

Draft



## TABLE OF CONTENTS

Contacts and Introduction .....	3
<del>Affiliate Policy .....</del>	<del>4</del>
Responsibilities of Department/Partners .....	<del>4</del> 5
Insurance and Fees .....	56
Facility Permits .....	67
Allocation Priority .....	78
<del>Tournaments .....</del>	<del>9</del>
<del>Centers and School Use ..</del> <del>Use.....</del>	<del>8</del> 10
Field Maintenance Guidelines .....	<del>16</del> 9
Field Closings .....	107
<del>Field Light Procedures .....</del>	<del>19</del>
Park Rules .....	119
Code of Conduct .....	1220
<del>Behavior Management Policy .....</del>	<del>22</del>
<del>Facility Addresses .....</del>	<del>15</del>
Advertising and Sponsorships .....	1813

Commented [FV1]: ??

## PARKS AND RECREATION CONTACTS

King George Parks & Recreation  
PO Box 71  
8976 Kings Hwy.  
King George, VA 22485  
540-775-4386

Athletic and Park Supervisor	F. Lorenzo Smith Jr.	lorenzos@co.kinggeorge.state.va.us
Programs Supervisor	Janine Paulsen	janinep@co.kinggeorge.state.va.us
Operations Manager	Vivian Shelton	vivians@co.kinggeorge.state.va.us
Director of Parks & Recreation	Chris Clarke	crclarke@co.kinggeorge.state.va.us

## INTRODUCTION

The King George County Department of Parks & Recreation issues permits for the use of facilities to affiliate groups and the general public for recreational activities and programs. The purpose of this manual is to outline the procedures, regulations, and allocation priorities for the permitted use of King George County facilities. Due to the demand for these facilities, it is imperative that all affiliates abide by the policies and guidelines set forth in this manual.

King George County Parks & Recreation partners with 501(c)3 community organizations whose activities are recreational in nature and consistent with those provided by Parks & Recreation in order to minimize the need for the Department to develop and operate various programs and facilities. When considering organizations for partnership, priority is given to those organizations that serve the greatest number of King George County residents. This is especially true in situations where the Department receives applications from several groups of like discipline. **This manual does to apply to for-profit or business entities.**

Formatted: Centered

Formatted: Font: Bold



Itemized below are specific requirements to the Memorandum of Understanding regarding use of public facilities, between King George County Department of Parks & Recreation and partner groups.

#### **RESPONSIBILITIES OF THE DEPARTMENT**

- Affiliate groups shall receive priority behind the Department and King George County Schools for use of parks and recreation/school facilities. Field and facility assignments for all groups will be based on availability and group size. Facilities will not be reserved for practices or games until all required information is submitted along with a written schedule from the league coordinator.
- Within budget limitations and in accordance with Department procedures and policies, Parks & Recreation will provide, free of charge, concession stand/building usage for regular season play. When two or more organizations request use of the same concession facility, a schedule will be created by the Department to fairly allocate the space.
- Free promotion on the Parks & Recreation website including contact information and registration dates, as space allows. Poster space will also be allotted at the Parks and Recreation facilities. KG Alerts promoting registration dates may be sent.
- Will work with the affiliated groups toward facility improvements within budget limitations.
- Will provide use of County facilities for meeting space for training sessions for affiliate organizations and board meetings as space allows.
- Will provide use of County equipment including goals, benches, scoreboards, etc. at no charge. Lost or damaged items will be replaced at group's expense.

#### **RESPONSIBILITIES OF PARTNERS**

- Groups shall not restrict participation on the basis of race, color, religion, creed, national origin, sex or disability.
- Groups must either have a registration policy that is open to all regardless of past participation or an open try-out to fill slots.
- Organization volunteers shall refrain from the use of alcohol, tobacco, and other drugs while on County or school property.
- Requests for expansion of existing programs to include the length of the season and the number of teams will only be considered during the annual renewal process beginning

June 1. During the season, groups who expand will not be given additional facilities or time unless there are vacant facilities available.

- Groups who provide opportunities for youth under the age of 18 will be required to complete criminal history and sexual offender checks on all adults who have regular contact with children initially and every three years thereafter. All leagues must provide a report or signed letter stating completion. All checks must be completed prior to any contact with children. Failure to comply will result in immediate termination of affiliate status. Individuals found guilty of the following will not be allowed to volunteer with youth: any sex offense regardless of the amount of time since the offense, any violent felony regardless of time since offense, any felony other than violent or sexual within the past [ten \(10\)](#) years, any violent misdemeanor in the past seven (7) years, any drug and alcohol offense in the past five ([5](#)) years or multiple offenses in the past [ten \(10\)](#) years, and any other misdemeanor within five (5) years considered a potential danger to children.
- Will designate one point of contact for all communication and correspondences with the County.
- Submit volunteer hours by June 1 each year to Parks & Recreation.
- An appropriate representative from each group will attend semi-annual meetings to discuss shared facility and/or program issues.
- Report all maintenance issues and damage within 24 hours to the Department.
- Control vehicles of participants and confine them to designated roadways and parking areas.
- Leave facilities in as good as or better state of cleanliness as upon arrival.
- Return all issued keys within one week of the close of each season.
- Request annual reservation dates, in writing, to the [P&R](#) Department during the annual renewal process for facilities to house activities, as well as submit in writing any changes to the original request within designated timeframes. Failure to do so may result in immediate suspension of facility use.
- Adhere to all facility request procedures and rules and regulations including allowing community use of any equipment left on County facilities. The County is not responsible for any damage to equipment or structures placed on County property, ~~and~~ [All](#) equipment must be approved in advance.
- Notify Parks & Recreation of any cancellations so lights, HVAC, etc. can be adjusted. Failure to comply may result in charges or suspended facility use.
- Groups wishing to host district, regional, or state tournaments must complete a Facility Use Application and pay associated fees if applicable. Established group tournaments will have priority over new tournaments for field assignments.
- Groups need to seek approval in writing prior to completing any alterations or enhancements to buildings, fields, or other park areas.
- Will email their participants the annual partnership survey.
- Will educate and train individuals 18 years and older who are associated with, employed or volunteering in your organization with the state's Child Abuse and Neglect Mandated Reporting Law 63.2-1509.

Commented [FV2]: ?

#### INSURANCE AND FEES



- A. Partner groups will provide liability insurance coverage of \$1 million naming **KING GEORGE COUNTY** as additionally insured and will submit a copy of the endorsement to the Department. To view an example of an Additional Insured Endorsement, please visit:
- B. Partners shall hold King George County, Virginia, harmless for any injury to its members arising from the use, enjoyment, installation or maintenance of County facilities.
- C. Any fees needed to be charged for programs held on site must be approved in advance by the Department Director.
- D. Affiliate groups using King George County park and/or school facilities will be charged a facility usage fee to recover a portion of facility operating and maintenance costs. Affiliate groups will be charged \$10 per season per participant. Groups are responsible for submitting their rosters and the appropriate check amount to the Department at the beginning of each season. If additional participants are added during the season, the organization is responsible for sending an additional check to the Department for the appropriate fees by payment deadline.

Commented [FV3]: ?

#### DISPUTES

Any concerns or grievances should be brought up immediately to seek resolution. Both parties will appoint representatives to an oversight team who will initiate this process. This shall include the Parks/Centers Administrator and the president of the affiliate organization.

Commented [FV4]: Brought up where/to who and how?

#### TERMINATION OF AGREEMENT

Either party may terminate the agreement with thirty (30) days' notice if necessitated by either philosophical differences, changing goals, or for failure to adhere to the responsibilities outlined above.

#### FACILITY PERMITS

Facility permits for facilities are issued through an annual process by the Parks & Recreation Department. Allocation permits are issued after a request has been submitted, approval has been granted, all required documents are received, fees are paid, and insurance requirements are met. A request does not automatically constitute approval. Schedule submissions are required for verification and to ensure that facilities are being used as designated. Schedules must be submitted at least one (1) week prior to commencement of use and records must be kept updated with the unit. Allocation permits are issued based on priority for groups as identified under the priority group classifications. Requests should be similar to your most recently approved request. Groups that reduce in size should expect to see a reduction in facility allocation. Please note that school facilities may take up to six (6) weeks for an approval and that all approvals are subject to cancellation for school sponsored events.

Commented [FV5]: Make uniform throughout?

- Any User Group found using County or school facilities without a valid allocated permit may be subject to result in disciplinary actions.
- Allocated time cannot be shared with any group that does not have permitted use from Parks & Recreation. Two groups permitted by Parks & Recreation can work together to share space but must notify Parks & Recreation of those agreements beforehand.

Commented [FV6]: Need approval?

- If an organization needs additional hours or needs to relinquish unused time after the initial allocation is issued, the organization must request the additional time through the Athletic & Park Supervisor for approval.

#### **PRIORITY OF FACILITY USE**

The County will be the responsible agency for scheduling and permitting all County and School facilities. King George Department of Parks & Recreation will schedule in a manner that provides priority access to youth and protection from overuse. Due to the limited number of facilities available, historical use and group size will be considered in establishing priority between user groups. Local needs will be reviewed before facilities are permitted to user groups outside of the community. King George County cannot guarantee the same space each year to affiliate groups. Returning sports tournaments in King George County will be granted facility space prior to any allocated regular season use.

#### **ALLOCATION PRIORITY**

The order of priority for Parks and Recreation facility allocations and rentals is as follows:

1. King George County sponsored events/ King George tourism events
2. King George County Schools
3. Affiliate Groups
4. Rentals

#### **ALLOCATION FORMULA**

To resolve a discrepancy between two organizations of the same priority group, the following allocation formula will be used to determine the amount of facility use that will be allocated to each organization:

Facilities will be allocated within each priority use group based on the percentage of verifiable King George County residents registered within that organization in relation to the total number of all registered County residents participating in that particular activity.

Each organization will submit rosters showing the number of King George County residents that have been registered and paid for. Verification of residency will be established by providing the Department with participant addresses.

Example: Baseball Group A has 450 King George County residents. Baseball Group B has 300 King George County residents. Baseball Group C has 150 King George County residents.

The total number of King George County residents registered in all three organizations is 900. 450 divided by 900 equals 50%. Group A would receive 50% of available field space for that season. 300 divided by 900 equals 33%. Group B would receive 33% of available field space for that season. 150 divided by 900 equals 17%. Group C would receive 17% of available field space for that season.



### **FACILITY MODIFICATIONS**

Requests to modify, resize, add multiple field use, or improve any King George County field or facility shall be submitted, in writing, to the Parks & Recreation Department. No temporary or permanent structures or equipment shall be erected at any facility unless previously approved, in writing, by the Parks & Recreation Department and is dedicated for community use. Submission of a request to modify or improve a site does not constitute approval. Approval will be provided in the form of a written document and will outline the scope of the project as approved. Adding additional fields to a site without permission will result in disciplinary actions. Modified fields for multiple use will be billed appropriately.

### **SCHOOL GYMNASIUM USE**

- Players, coaches, and parents [must be](#) restricted to the gym and restrooms immediately adjacent to the [gyms](#) while using school facilities.
- Groups are responsible for the conduct of parents, spectators, and children. Please keep them out of hallways, stages, classrooms, storage area, etc.
- Groups must keep off of other school equipment and will be held responsible for any damages.
- Any damages must be reported immediately to the Athletic & Park Supervisor.
- All exterior doors must remain locked and should not be propped open.
- Before leaving, please make sure all areas are clean and secured with lights turned off before arming the building (if needed).
- Groups must be out of the building 15 minutes before the school closes to allow custodians time to set alarms.
- Sharing assigned school access cards is strictly prohibited.

### **FIELD REST AND RENOVATION**

An annual rest and renovation program is scheduled at all sites to maintain field sustainability. Parks and Recreation attempts to accommodate user groups but, ultimately, the health and safety of the user and the condition and playability of the fields take priority. This may require the closure of fields or facilities, denial of use of a field, and/or alternate sites for athletic use.

### **BASEBALL FIELD MAINTENANCE GUIDELINES**

The King George County Department of Parks and Recreation appreciates the efforts of partnered groups to assist in the maintenance of fields and play areas. Groups should follow the standards set forth by the County in terms of maintenance and future projects. The following guidelines are for day-to-day operations. Any projects or maintenance items not included in these guidelines will require approval by Parks and Recreation.

1. After each game or practice:
  - a. One team will rake and fill in the holes on the pitcher's mound and home plate area.
  - b. The other team will rake and fill in the holes at 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> base.
  - c. Each team is responsible for picking up trash in the dugouts and around the bleachers.
2. Quick Dry needs to be used sparingly. If you have to use more than two bags at a time, then the field is too saturated to play on. Only Turface Quick Dry or Turface MVP may be applied to a field. No other products may be used.
3. Leagues/teams should subscribe to KG Alerts for updates to field closings.
4. When prepping fields for play after rain, the following methods should be used:
  - a. Puddle pillows for intermediate wet areas.
  - b. Pumps for heavy water areas.
  - c. Raking for damp areas.
  - d. If sweeping, squeegee, or rake is used, water or mud should be pushed into the dirt infield, NEVER toward grassy areas.
  - e. Trenches should NEVER be dug to facilitate water flow.
5. Please remind players not to dig holes in grassy areas with cleats. This causes ruts in which water can puddle and heavy areas of mud can form.
6. Lining of infield areas shall only be done with approved line chalk or field paint.
7. Report any broken equipment or field issues to the Athletic & Park Supervisor.

#### **SAFETY INFORMATION**

- All coaches should walk the field and surrounding areas prior to use. A potential hazard must be reported to the participants and opposing teams. Report any unsafe conditions to league officials and the Parks and Recreation Department.
- No field should be used when it has been closed by the County.
- Coaches are responsible for making sure participants/parents drive and park in a safe and legal manner. Access should always be available for emergency vehicles and neighbors should not be blocked from accessing their own homes.
- Children should never be dropped off in dangerous areas, i.e. crossing a busy road to reach the field.
- Leagues should provide specific guidelines for the prevention of injuries and should train all coaches on how to deal with accidents. Basic first aid should be available on site.
- Serious injuries should be reported to Parks and Recreation within 24 hours or by the next business day.
- Handle imminent danger to persons or property as a police matter and call 911 to protect the safety of participants and staff at County facilities.

#### **FIELD CLOSINGS DUE TO WEATHER**

The Department operates a schedule that minimizes the damage to fields based on use and time of year. If fields need to be closed on weekdays, a decision is made by 1 p.m. and the KG Alert system is utilized in the event of a closing. If conditions deteriorate into the evening, league officials will make the determination. On weekends, the Department will make a



decision and update KG Alert by 8 a.m. Field conditions dictate playability and it is expected that users will modify their use if conditions warrant.

The King George County Department of Parks & Recreation will make every attempt to allow play of all athletic games when and where they are scheduled. The following criteria will be used by County staff members, who are responsible for the use of athletic fields, to determine whether a field is not playable for scheduled practices, games and tournaments:

- The presence of standing water on any part of the playing surface makes a field unplayable (i.e. Areas of the field where there is visible standing water and little chance of it drying out in time for play).
- One-half inch of rain or more that has fallen in the last 24 hours and very dry conditions and/or high heat and wind are not forecast which would evaporate the rainwater before game time.
- Steady rain is falling and the rain is not forecast to stop soon and conditions such as high heat and wind will not be present which would evaporate the rainwater before game time.
- Ground that clings or cakes to shoes or cleats.
- A field that does not provide adequate footing (i.e. loose turf moves or comes out in clumps).
- The turf is not in its growing season and playing on it would cause long-term damage to it (i.e. if at the end of fall season or during winter season playing on the turf would cause damage that could not be repaired until the late spring.)
- An excessive amount of rain or snow one to two weeks prior to an event.
- Two inches or more of snow that has fallen in the last 24 hours (as snow melts into the turf, it may cause the turf to become over saturated).
- A field that is covered with snow.
- A field that is frozen including turf frozen below the top layer.
- Less than 80% of an area of a field is covered with turf.
- Type of activity to be played on the field would damage the field due to field conditions.
- Standing water present in the infield mix areas that cannot be removed without causing damage to the field.
- An impression of a footprint ¼-inch or more that is left due to excessive moisture in the soil while walking on the area.
- Any other condition that the KG Parks and Recreation deem unsafe or likely to damage the field.

User groups are asked for assistance by accepting and adhering to these rules. Groups who use County athletic fields and facilities are expected to assist in protecting their participants and fields during periods of rain or inclement weather. It only takes one practice or game to destroy a field that is not ready for play. User groups are responsible for any damages caused to a field by playing in questionable weather. This includes damages done trying to dry out the field such as digging ditches, raking mud into the fencing, pushing water into the outfield/grassy areas or excessive application of a drying agent. Violations will constitute a strike against the organization and/or may result in cancellation of your permit.

Formatted: Font:

Formatted: Font: Times New Roman

Commented [FV7]: ?

Even if KG determines fields are usable, coaches/teams/etc should use their own judgment in deciding to play.

#### **INDOOR FACILITY CLOSINGS**

If King George County Public Schools close early or all day, all King George County Parks & Recreation programs held in County schools and community recreation buildings are canceled, and the buildings are closed. If King George County Public Schools open late, community recreation buildings will open late, and King George County Parks and Recreation programs held in County schools will continue as scheduled. If adverse weather conditions occur after the normal school day ends, cancellation decisions will be made by appropriate staff and information will be disseminated by the KG Alert system.

#### **PARK RULES/ORDINANCES (all facilities)**

1. Consumption or possession of alcoholic beverages, open or previously opened, or other controlled substances, is prohibited. No one illegally under the influence of a controlled substance is allowed on King George County property.
2. Posting, distributing, circulating or displaying advertisement ~~to include~~ through banners, ~~and~~ signs, or other promotional material requires approval from Parks and Recreation.
3. Selling or renting any goods, articles, privileges, commodities or services whatsoever or soliciting for any purpose in any, recreational facility is not allowed unless permission is obtained from Parks and Recreation.
4. All groups are required to pick up their own trash and place in appropriate trash or recycling containers.
5. Vehicles must be parked in designated parking areas only. Vehicles cannot remain in parking areas overnight. No vehicles of any sort are permitted inside multiuse field area.
6. Parents/guardians must supervise children at all times to ensure proper use of space and equipment.
7. Animals, except Service Animals as defined under the Americans with Disabilities Act, are not permitted within fifty (50) feet of athletic fields, sport courts, playgrounds, or any other designated facilities. Owners must remove all animal waste.
8. Single free-standing canopies, tents, and other types of portable shade structures up to 16' x 16' are permitted in designated areas of parks. Tents are not permitted inside fenced field areas.
9. Hitting golf balls, javelin throwing, remote controlled aircraft or performing any activity on athletic fields that is detrimental to sports turf or hazardous to other park users is not permitted.
10. Rental of facility space does not entitle participants to free use of other program areas.
11. Renter agrees to pay for all damages to property and for any other charges that may be incurred as a direct result of their use.
12. Equipment or material drop-off times must be coordinated in advance, no vehicles are allowed in restricted areas.
13. Music or noise in violation of the County's Noise Ordinance (audible at 50 feet) is prohibited.
14. Gambling and other forms of games of chance are prohibited.
15. The use of tape or other adhesive products, staples, tacks or nails on doors, walls, windows, ceilings, and turf is not permitted.



16. Parks and Recreation will need to approve any equipment (goals, practice equipment, etc.) requested to remain onsite.
17. Smoking, including the use of E-cigarettes, is not permitted within twenty five (25) feet of athletic fields, sport courts, playgrounds, bleachers, pools, rinks or any other designated facilities.
18. King George County reserves the right to stop/prohibit use at any time if any of the above rules are violated.

#### **CODE OF CONDUCT**

It is the commitment of King George County's Department of Parks & Recreation to ensure that all facilities are free from negative, aggressive, and inappropriate behaviors, and that the environment is geared toward providing high quality programs, services, and facilities in an atmosphere of respect, collaboration, openness, safety, and equality.

All complaints of negative, aggressive, and inappropriate behaviors within County facilities will be taken seriously and followed through to resolution. Protection from negative, aggressive, and inappropriate behaviors extends to management, fellow employees, subordinates, customers, program participants, and patrons (terms used interchangeably throughout this policy).

It is the policy of the Parks and Recreation Department to practice appropriate measures when handling patron misconduct. Acts of violence, disrespect for authority, un-sportsmanlike conduct, misuse or abuse of equipment and facilities, and use of foul language or gestures will not be tolerated. In keeping with that policy, all patrons within County facilities including but not limited to the Warhill Sports Complex, King George County Recreation Center, and school facilities will be expected to adhere to this Code of Conduct when participating in programs, taking advantage of services, or using facilities. The Department reserves the right to remove patrons from facilities or programs via suspension or other means deemed appropriate by the County.

The following are considered unacceptable behaviors:

- Activities that infringe on the rights of participants or staff.
- Destruction of facility materials, equipment, furniture and grounds.
- Conduct or language that disturbs other participants.
- Inconsiderate or discourteous behavior toward participants or staff.
- Infractions against facility policies regarding loitering, sales or solicitation.
- Vandalism or littering in facilities or on their grounds.
- Violation of any federal, state or city laws and ordinances.
- Any malicious behavior a reasonable person would find unprofessional, disturbing, and harmful to their physical/mental health.

#### **DISCIPLINARY ACTIONS**

The County reserves the right to cancel or suspend facility permits for games, practices, and other uses based upon violations of the County Ordinance Code, Park rules and regulations or

established Facility Use and Allocation Policy. Additionally, organizations may be ~~penalized~~penalized, and permits may be revoked or forfeited for the following reasons:

- Any unacceptable behavior as listed, but not limited to the Code of Conduct
- Excessive trash
- Consumption of alcohol or illegal substances

The following steps will be taken by the Department to address and resolve complaints and violations. The County reserves the right to combine or skip steps depending upon facts of each situation and the nature of the offense.

Step 1: Give verbal warning to the organization

- Advise the violator that continued inappropriate behavior may result in suspension from programs, activities or use of facility.

Step 2: Address Incident in writing

- Meet with the organization representative to discuss violation.
- Possible suspension of use of facility.

Step 3: Document to participant and suspension

- Prepare an outline of circumstances, including terms or restriction of facility.
- Temporary and/or indefinite suspension from program, activity or use of facility.

## **ADVERTISING AND SPONSORSHIPS**

### **Partner Organization Banner Sales Program Policies, Terms, and Conditions**

King George County Parks & Recreation's Partner Organization Banner Sales (POBS) program allows partner organizations to raise revenue to support their programs through the sale of banners which are displayed at select County athletic fields.

Partner organizations must submit their request to participate in the POBS program between November 1 and November 30. The King George County Department of Parks & Recreation will notify partner organizations by December 31 if they have been approved to participate in the program for the upcoming calendar year.

The fee to participate in the POBS Program is 10% of the price for which each banner is sold. The 10% fee applies to all banners that are sold. Fees will be remitted once or twice annually,



depending upon the duration of the partner organization's season(s). Payment dates will be specified in the partner organization's acceptance letter and will occur on March 30, June 30, September 30 or December 30. Failure to pay fees will result in exclusion from future participation in the POBS program until outstanding fees are paid in full.

Partner organizations participating in the POBS program are responsible for ensuring that banners sold are in compliance with the Department of Parks & Recreation's policies, terms, and conditions, as detailed below. If a banner is deemed to be non-compliant then it will be taken down and the partner organization will be notified in writing. A new banner can take its place but must be in compliance with all policies set forth in this document.

#### **Banner Specifications**

- Banners must be made out of heavyweight vinyl suitable for outdoor use (minimum 13 oz. weight). All four sides must be hemmed or stitched.
- Banners should have six or more grommets to ensure secure attachment to fencing.
- Banners must all be the same height at a location. The dimensions shall be determined by the Department based on the location and will be specified in the POBS program acceptance letter.
- The Department is not responsible for costs associated with the production of banners.
- Banners will be hung in their specified location by the Affiliate.
- Rogue banners that appear on County athletic fields and are not on the Department's list of accepted banners will be removed.
- If the Department determines that a banner is in poor physical condition, it reserves the right to require the banner to be replaced. The partner organization will be notified in writing, and a deadline to replace the banner will be indicated. If a replacement banner is not provided by the deadline, the current banner will be removed, and no refund will be issued.
- At the conclusion of a partner organization's season, the partner's banners shall be removed by the partner within 14 calendar days unless approved by the Director.

#### **Advertising Policies**

- Advertising is accepted on the premise that the merchandise and services offered are accurately described and are available to customers at the advertised price. Deceptive advertising and advertising that does not conform to this standard will be rejected.
- Advertisements are accepted on the representation that the advertiser is properly authorized to promote the subject matter.
- Advertisers must obtain all necessary permissions for use of logos, art, photos, etc. In the event that a banner includes a photograph or testimonial, the Department reserves the right to require a release from the individual represented.
- Advertisements for "900" numbers must include the cost per minute in large, bold print.
- It is understood that the Advertiser will fully indemnify and hold harmless the Department and King George County against any judgment, costs, expenses, or disbursements incurred by reason of claim or suits for libel, violation of privacy,

plagiarism, or copyright infringement based on the content or subject matter of such banners.

Advertising for the following is prohibited:

- Political advertisements of any kind
- Advertisements containing an endorsement by a political figure
- Advertising of any tobacco product or alcoholic beverage
- X-rated movies, adult bookstores and other goods/businesses/services inappropriate for promotion to a family audience
- Entities that practice or promote activities in violation of federal, state or local laws
- Entities whose mission or goal conflicts with King George County's mission or best interests
- Any other advertisement that KG deems inappropriate

Formatted: Font:

#### Termination

- The Department can terminate any banner advertisement or partner organization's participation in the POBS Program at any time should they cease to comply with this policy.
- A warning letter will be sent via certified mail to the advertiser or partner organization to make them aware of the reason(s) that participation may be cancelled. The warning letter will contain a date by which the advertiser or partner organization must comply with the issue(s) outlined in the letter.
- If a decision to cancel is made, a cancellation letter will be sent via certified mail to the advertiser or POBS participant.
- POBS participants may request cancellation of their banner agreement. Requests must be in writing. No refunds will be issued for banners cancelled at a sponsor's request.

#### King George County Facebook Page and KG Alerts

Affiliates may request to have an informational post on their Facebook page shared on the County's Facebook page and/or sent out by KG Alert.

- 1) Posts should be of interest to the general public, such as when and how to sign up for football. Posts specific to a small audience, for example, cancellation of today's Coach Pitch baseball practice, will not be shared by the County.
- 2) Posts relating to an event that is a fundraiser cannot be shared.
- 3) Posts that are primarily congratulatory in nature will not be shared.
- 4) Posts to share must be from an organization's official Facebook page, not an individual person's page.
- 5) If possible, posts should include a photo or other image.



- 6) Because the County limits how many items can be posted daily, requests to share a post should be sent at least two days in advance of the desired date for posting.
- 7) King George County reserves the right to not share a post due to lack of space, spelling errors, failure to meet the criteria stated above, or any other reason.
- 8) Affiliates should not post information directly on the County's Facebook page.

For more information about sponsorship opportunities, banner sales or advertising online please contact Chris Clarke at 540-775-4386 or [crclarke@co.kinggeorge.state.va.us](mailto:crclarke@co.kinggeorge.state.va.us)



## ATHLETIC FIELD USE, DISTRIBUTION and RENTAL GUIDELINES ASSIGNED BY THE PARKS AND RECREATION DEPARTMENT

### Statement of Philosophy

King George County is dedicated to creating partnerships with local sports organizations and to ensure there is ample opportunity ~~for~~ to participation ~~one~~ in athletics at various ability and age levels. Our primary role in these partnerships is to provide athletic opportunities and to make certain our fields are safe and of high quality. The objective of these guidelines is to create clear/written allocation procedures for field distribution to include:

- User Group Classification / Priority
- User Application Process
- Contributing Factors in the Fair Distribution of Aavailable Fields
- Users Maximization of Approved Fields Playing Time
- Field Use Regulations
- Financial Considerations - Issues and Recovery Policy

### Classification/Priority of Users

1. King George County Parks and Recreation for County facilities / second for school facilities
2. King George Public Schools for County facilities / first for school facilities.
3. Affiliate Organizations as defined in the Affiliate Policy. **Organizations must submit the following to be considered for this classification:**
  - a. Submit approved IRS paperwork designating organization as non-profit w/current date
  - b. Local organizational by-laws in initial request
  - c. Current Financial Statement
  - d. Roster of Officers
  - e. Insurance listing King George County as additional insured- (this will be submitted prior to practices/leagues starting)
  - f. Contacts authorized to serve as liaison and to make reservations on behalf of your organization
  - g. Submittal of Field Requests by designated deadline
4. Local non-profit clubs, teams, or organizations that select and limit player roster who are not recognized as KGPR affiliates
5. First Come – First Serve basis for all others – fields will not be distributed to this user group until top four groups are serviced.
6. For-Profit/Commercial Athletic Field Use: Commercial use of King George County Athletic Fields that are not tied into the Parks and Recreation program will be considered on an individual basis. Fees will be negotiated between user and Parks and Recreation Department; and,



depending on the activity, may need authorization from the Board of Supervisors. This includes clinics, workshops, camps, outside leagues, picnics, special events, etc. Any activity offering the services of professional or for-profit agencies/groups/individual will be considered "Commercial" users. Any non-profit offering activities with a for-profit group will be considered a commercial/for-profit user.

## User Application Process

This section outlines the procedures by which users shall request field allocation from King George County Parks and Recreation

**\*\*\*\*\*ALL YOUTH ORGANIZATIONS USING COUNTY OR SCHOOL PROPERTY MUST SUBMIT WITH THEIR COMPLY WITH THE BELOW CODE. YOUR CONCUSSION POLICY IT MUST BE SUBMITTED WITH THE APPLICATION\*\*\*\*\***

Formatted: Centered

Commented [FV1]: Submit what with their application?

Effective July 1, 2014 youth organizations, in accordance with Virginia State Code 22.1-271.5. Guidelines and policies and procedures on concussions in student athletes, paragraph C and D. Paragraph C. Each non-interscholastic youth sports program utilizing public school property shall either (i) establish policies and procedures regarding the identification and handling of suspected concussions in student-athletes, consistent with either the local school division's policies and procedures developed in compliance with this section or the Board's Guidelines for Policies on Concussions in Student-Athletes, or (ii) follow the local school division's policies and procedures as set forth in subsection B. In addition, local school divisions may provide the guidelines to organizations sponsoring athletic activity for student-athletes on school property. Local school divisions shall not be required to enforce compliance with such policies. Paragraph D. As used in this section, "non-interscholastic youth sports program" means a program organized for recreational athletic competition or recreational athletic instruction for youth.

### Holds on Fields:

The County does not hold rental dates. Reservations are confirmed and the rental date and time are secured once the rental application has been approved and the rental fees have been paid, where applicable.

### League Applications:

1. A **Facility Use Application** for each facility requested must be completed and submitted according to application deadline, described below.
2. Verification of residency by requestor must be submitted.
3. Specific dates of use not required, however, range of dates is requested.
4. Provide Certificate of Insurance with King George County listed as additional insured.
5. Incomplete applications (look on the flip side for Conditions for Approved Use) will not be considered.
6. One contact person to serve as liaison between league and Parks & Recreation.

### Individual Team Applications:

1. A **Facility Use Application** for each facility requested must be completed and submitted according to the application deadline, described below.

2. Individual teams will be granted space after above league reservation cut-off dates on a first-come first-served basis.
3. Verification of residency must be submitted.
4. Reservation requests must be made at least two (2) weeks in advance of requested date. Reservation requests received with less than a two (2) week notice may not be accommodated.
5. Provide Certificate of Insurance with King George County listed as additional insured.
6. Incomplete applications (look on the flip side for Conditions for Approved Use) will not be considered.

**Tournament/Sports Camp/Clinic Applications:**

1. A **Facility Use Application** must be filled out at least thirty (30) days prior to commencement of rental; and no more than the due date for seasonal Field Use Requests. The only exception to this would be a special event tournament.
2. Provide Certificate of Insurance with King George County listed as additional insured. At the time of submittal, Insurance Certificate must show coverage at least through the completion date of tournament. Insurance requirement is listed on page 4.
3. Non-refundable \$100 deposit is required at least thirty (30) days prior to commencement of rental. If the County denies the request, all deposits and fees will be returned without penalty. Should applicant cancel tournament within two (2) weeks in advance of tournaments date, the security deposit will not be refunded.
4. Reservation requests received with less than thirty (30) days' notice may not be accommodated.
5. Incomplete applications will not be considered.

Formatted: Font: Bold

**Application Deadlines:**

Leagues and individual teams requesting reservations must submit schedule request according to following deadlines:

**Athletic Field Use Requests Due By:**

October 1	Winter (December 1 to February 28/29)
January 15	Spring/Summer (March 1 to July 31)
June 15	Fall (August 1 to November 30)

Return Application To:  
Mailing Address  
 King George Parks & Recreation  
 Attn: F. Lorenzo Smith, Jr.  
 P.O. Box 71  
 King George, VA 22485  
Physical Address  
 8076 Kings Highway, King George, VA 22485  
 FAX; 540-775-5255  
 Email: [lsmith@co.kinggeorge.state.va.us](mailto:lsmith@co.kinggeorge.state.va.us)

8076 Kings Highway (PO Box 71), King George, VA 22485  
 540-775-4386



## INSURANCE REQUIREMENTS

All athletic facility use requests require that the group or organization furnish a **Certificate of Insurability** to show the following:

Commercial General Liability	\$1,000,000	Each Occurrence	Bodily Injury
	\$2,000,000	General Aggregate	Bodily Injury
	\$500,000	Each Occurrence	Property Damage

OR

A combine single limit of \$1,000,000

Coverage is to include Products Liability, Personal Injury, and Fire Damage Legal Liability. The Certificate shall certify that the policy has been endorsed to name King George County as additional insured.

## Contributing Factors in the Fair Distribution of Available Fields

Contributing factors include: Inclusive (open to all) vs. Exclusive (limited to selected individuals); number of teams being served / # of players per team; field(s) requested matches play level standards; number of hours per team per practice / average game time; games (priority) vs. practices; King George based organizations/teams participating locally (County) vs. out of County participation. **Where possible, one field at each park will, unless in an emergency, remain open for public use.**

## User's Maximization of Approved Fields

Upon notification from the Department of Parks and Recreation of the designated approved fields, it is up to the organization / requestor to plan practices and/or games within the times and fields allocated. In some instances, this may mean compressing schedules, adjusting practice times, or creating other alternatives.

**Within four (4) weeks of approval, approved users must submit their practice and game schedules showing field, coach, and time. Any fields requested but not used must be reported by the requestor. Failure to respond may result in forfeiture of original request in its entirety.**

### **Tournament Guidelines:**

Tournament Coordinators must submit a written schedule of games/matrix, including the number of teams, at least five (5) business days in advance of the tournament.

## FIELD REGULATIONS AND GUIDELINES FOR APPROVED USERS

### **General Field Rules:**

1. Applicant is expected to leave the premises in the same or in better condition in which they were found. Ensure that individual teams clean up the facility after each use, including dugouts, athletic field, and surrounding areas. Remove all trash in the area to trash cans and/or

8076 Kings Highway (PO Box 71), King George, VA 22485  
540-775-4386

Formatted: Font: Bold

dumpster. If cans are already full, please take trash with you and contact Parks and Recreation for follow-up. All groups must leave the facility in a condition satisfactory to King George County. If not, violators must accept and pay the Director of Parks & Recreation's estimated damage appraisal.

2. Users shall not make any modifications to any athletic field without prior approval from the proper authorizing agency (including, but not limited to: storage boxes, bleachers, goals, fencing, sani-cans, etc). All field modifications including field size increases or decreases or the request for multiple layouts (two fields on one) must be approved by the KG Department of Parks and Recreation.
3. Lining or marking County fields requires approval of KG Department of Parks and Recreation. Burning lines on field is prohibited. Repair cost arising from the improper use of chemicals or other field marking products will be charged to the applicant.
4. General maintenance and field preparation at park sites will be performed by KG General Properties staff to ensure safety for all uses. Maintenance at school fields is provided by School Board staff unless otherwise authorized by Owner.
5. Treat all maintenance staff with respect and courtesy.
6. User shall provide crowd and traffic control measures, as needed. Overflow parking area must be pre-determined and approved by Parks and Recreation at park sites; and by the school's principal at school sites. Crowd control plans may be requested by the County Sheriff's Office. Cars improperly parked at county parks or schools may be cited by the Sheriff's Office.
7. It is unlawful for any person to use threatening, abusive, insulting or indecent language at public fields in the County; to create any nuisance or offense; or to scratch, cut, injure or deface any of the building, fences, structures, trees or shrubbery, or to destroy any other improvements.
8. It is unlawful to drive any vehicle over any portion of any public park. The applicant will be responsible for all damages to the building and accessories and shall be responsible for reimbursement to King George County.
9. No alcoholic beverage shall be sold or consumed on County property or parking lots used in conjunction with the event.
10. Smoking or use of tobacco products/controlled substances is prohibited on all King George County school fields. Controlled substances on County property is prohibited. Smoking is not permitted within smoke free zones designated at the park or inside County facilities.
11. County staff will make the final determination as the playability of ball fields. The renter will take responsibility for damages caused by playing on wet fields whenre fields are closed. King George County reserves the right to revoke any permits where it deems such action advisable for the best interest of the County.
12. It is the league/team/organization's responsibility to ensure that all team coaches, managers, parents, and players understand the regulations and guidelines. Failure to follow regulations and guidelines will result in cancellations of field use.

**Rules Specific to Grass Fields:**

In addition to the above General Field Regulations and Guidelines, the following shall apply on grass fields:

1. Bases will be provided on park ball fields by KG Parks and Recreation.
2. Fresh drag will be applied at the start of the day when games are scheduled.
3. Bases/pitching rubbers may not be moved or removed unless given permission by KG Pparks and Recreation.
4. **POSITIVELY, NO** throwing or hitting into any fences or backstops.



5. In between games and where County staff is not on-hand, league/teams/ organizations may use manual chain-link hand drags. Such drags must be done by foot. Absolutely no vehicles may be used to drag fields without authorization by KGPR. After each use, drags must be taken off the field and stored in one of the storage boxes at the field or taken off site. Each team that uses the drag must put it away after use and chain-link drags may NOT be left out for following teams to use.

#### Unauthorized Use:

Use of fields that are non-adherence to published regulations and guidelines can affect a group/individual's future use of King George County property. Any organized activity or group activity that monopolizes the field and does not allow for individual or general public use must reserve and pay for the field rental in advance. Any user of the field that does not make a reservation may be asked to leave the field immediately. If a field is reserved, individual or general public use may not take place on the field during the reserved time. Applicant/Organization fully understands that use of King George County fields/parks is intended solely for the applicant on file and as such cannot be transferred or sublet to any other entity. Failure to comply will result in loss of future field use.

#### Athletic Field Closures:

The Department operates a schedule that minimizes the damage to fields based on use and time of year. If fields need to be closed on weekdays, a decision is made by 1 p.m. and the KG Alert system is utilized in the event of a closing. If conditions deteriorate into the evening, league officials will make the determination. On weekends, the Department will make a decision and update KG Alert by 8 a.m. Field conditions dictate playability and it is expected that users will modify their use if conditions warrant.

The King George County Department of Parks & Recreation will make every attempt to allow play of all athletic games when and where they are scheduled. The following criteria will be used by County staff members, who are responsible for the use of athletic fields, to determine whether a field is not playable for scheduled practices, games, and tournaments:

- The presence of standing water on any part of the playing surface makes a field unplayable (i.e. Areas of the field where there is visible standing water and little chance of it drying out in time for play).
- One-half inch of rain or more that has fallen in the last 24 hours and very dry conditions and/or high heat and wind are not forecast which would evaporate the rainwater before game time.
- Steady rain is falling and the rain is not forecast to stop soon and conditions such as high heat and wind will not be present which would evaporate the rainwater before game time.
- Ground that clings or cakes to shoes or cleats.
- A field that does not provide adequate footing (i.e. loose turf moves or comes out in clumps).

Formatted: Space Before: 0 pt, After: 0 pt, Line spacing: single, Tab stops: 0.75", Left + 2.19", Left

- The turf is not in its growing season and playing on it would cause long-term damage to it (i.e. if at the end of fall season or during winter season playing on the turf would cause damage that could not be repaired until the late spring.)
- An excessive amount of rain or snow one to two weeks prior to an event.
- Two inches or more of snow that has fallen in the last 24 hours (as snow melts into the turf, it may cause the turf to become over saturated).
- A field that is covered with snow.
- A field that is frozen including turf frozen below the top layer.
- Less than 80% of an area of a field is covered with turf.
- Type of activity to be played on the field would damage the field due to field conditions.
- Standing water present in the infield mix areas that cannot be removed without causing damage to the field.
- An impression of a footprint ¼-inch or more that is left due to excessive moisture in the soil while walking on the area.
- Any other condition that the KG Parks and Recreation deem unsafe or likely to damage the field.

Formatted: Font:

User groups are asked for assistance by accepting and adhering to these rules. Groups who use County athletic fields and facilities are expected to assist in protecting their participants and fields during periods of rain or inclement weather. It only takes one practice or game to destroy a field that is not ready for play. User groups are responsible for any damages caused to a field by playing in questionable weather. This includes damages done trying to dry out the field such as digging ditches, raking mud into the fencing, pushing water into the outfield/grassy areas or excessive application of a drying agent. Violations will constitute a strike against the organization and/or may result in cancellation of your permit.

Commented [FV2]: ?

King George County reserves the right to close a field or cancel a rental at any time due to an emergency, severe weather, vandalism, poor playing conditions, situations that may result in field damage or personal injury or for any other reason deemed necessary.

Formatted: Font: 12 pt

Closures will be announced through KG Alerts

Formatted: Font: 12 pt

1. When weather conditions decline after the Weather/Rainout line has been updated, field playability is determined by the user group for practices or if for a game, the official(s).
2. The user group is responsible for any damages done trying to dry out a field, such as digging ditches, raking mud in the fencing, pushing water into the outfield/grassy areas, or applying a drying agent.

### **Athletic Field Fees**

8076 Kings Highway (PO Box 71), King George, VA 22485  
540-775-4386



Financing public park and recreation facilities is for public use, enjoyment, and to ensure that all citizens have equal opportunity and choice of participation. Since the demand is greater than the budgeted monies available for support, it is necessary to charge fees for selected fields.

Formatted: Font: 12 pt

The Department Parks and Recreation must utilize multiple funding sources. Fees and charges provide only one source of financing for the Parks and Department mission to provide enhanced public facilities, parks and open space for all citizens.

Formatted: Font: 12 pt

The fees below indicate rates for non-profit user groups for leagues or tournament play. Private use rates are subject to negotiation between the renter and the Parks & Recreation Director.

Rental fees are generally reviewed on an annual basis and adjusted using a comparative rental fee study. Fees are subject to change.

#### Game and Practice Fees:

	Grass Fields - Fee per hour (2hr block)	Fee Practice / games
<u>Adult</u>	Softball/Baseball Rectangular Field	\$30 per field / \$30 per game \$30 per field / \$30 per game
<u>Youth</u>	Softball/Baseball Rectangular Field	\$25 per field / \$25 per game \$25 per field / \$25 per game
<u>Extra Fees</u>	Lights (per hour) Field Preparation	\$ 25.00 per hour \$ 30.00 per hour

#### Tournament Fees:

	Tournament Fees- Grass Fields	Fee per Field/Day daytime / with lights
<u>Adult</u>	Baseball/Softball Rectangular	\$65.00 / \$115.00 \$100.00 / \$150.00
<u>Youth</u>	Baseball/Softball Rectangular Field	\$50.00 / \$75.00 \$75.00 / \$100.00
<u>Extra Fees</u>	Non-refundable deposit Field Preparation Supplies (paint,etc.) Supervision (on-site)	\$ 50.00 (applied to fee) \$ 25.00 per hour \$ current price \$ 25.00 per hour

#### Payment of Rental/Billing and Confirmation:

- Teams – Invoices will be sent out upon known intended use and invoices must be paid in full by the 2<sup>nd</sup> week of season unless the payment schedule has been determined otherwise, and in writing, by the KG Parks and Recreation Department. Park Application / School Use Request must be signed and returned; and user/renter must confirm use dates, times, and needed lighting schedule.
- Individuals – Payment to accompany application at time of submittal.

- **Tournaments** – Non-refundable deposit to accompany application. Balance to be billed after event when total number of games played has been determined.

Failure to pay and/or submit signed Park Application / Facility Use Request will result in loss of field use. Payments via check or money order are accepted; or cash payment at the Parks and Recreation office.

*Tournament directors will be provided an Economic Development/Tourism Impact (EDTI) form to be filled out and returned within one (1) week of tournament conclusion. Deposits will be returned at that time.* Please contact the Athletic Supervisor with any questions.

#### **Concessions and Souvenirs:**

The granting of any athletic field rental does not give the applicant authority to sell souvenirs, food, or drink upon King George County property. The authority to operate a concession shall be the sole privilege of King George County. Users must request permission to provide concessions/sales of any sort.

#### **Cancellations, Changes and Refunds:**

1. If King George County Department of Parks and Recreation cancels or declares a safety closure or weather related "Rain-Out," user groups will either be refunded or not billed – whichever should apply.
2. If coach or Umpire determines a field is unplayable, after being deemed playable by parks and recreation staff, user group must advise the parks and recreation within 48 hours in order to receive a refund. (Refunds will be pro-rated based on games played.)
3. User groups must notify King George Parks and Recreation Department one (1) week prior to the scheduled rental date if they desire to cancel and receive a refund. User groups who do not notify the King George Parks and Recreation Department one (1) week prior to cancellation will not receive refunds and/or they will be billed for the field or facility use.





## KING GEORGE COUNTY BOARD OF SUPERVISORS' AGENDA

Meeting Date: February 4, 2020  
Item Number: 02-06

---

**Subject:** 300th Anniversary Funding Request – Smoot Library Celebration

**Summary of Information:** King George County has realized its 300<sup>th</sup> Anniversary. In light of this, the County is commemorating our tri-centennial through a series of monthly events that conclude in December 2020.

The event planning is being executed through the 300<sup>th</sup> Anniversary Planning Committee, an informal commission comprised of members from the Tourism Advisory Committee, the County Staff, private citizens, and our third party contractor for event planning.

The Committee has asked the Board to consider leveraging the funding for the celebration against the Tourism Fund. To date, the Tourism Fund balance is \$529,763.46 with the expectation to receive an additional \$92,000 in revenue by the close of Fiscal Year 19/20.

The Board of Supervisors requested that we host a celebration recognizing Ms. Smoot. Planning for the event is complete and is now in need of funding. The budget request is for \$5,399 and is detailed in the accompanying presentation.

In keeping with State Code, the TAC (to include its members who represent the hotel industry and other travel related fields) has been consulted prior to making this funding request.

**Recommended Action:** I recommend the Board authorize \$5,399 in expenditures against the Tourism Fund to fund the Smoot Library Celebration in support of King George County's 300<sup>th</sup> Anniversary Celebration.

Attachment(s):

1. Illustrative Budget

Legal Review:

☐ Complete

☐ Pending

☒ N/A

## King George 300th ANNIVERSARY EVENTS

2.29.20 SMOOT

An Evening in the Stacks EVENT: (Celebrating 50 Years of the Smoot Library)		RAIN OR SHINE: YES	
DATE (S) Sat, Feb 29, 2020		EXPECTED ATTENDANCE: 150-175	
START TIME 6:30p		CAPACITY: 450	
END TIME 9p		DAYS UNTIL EVENT 30	
Smoot Library 9533 Kings Highway King George, VA 22485 VENUE 540-775-2147		ATTIRE: Business Attire	
POC NAME	AFFILIATION	EMAIL	TELEPHONE
1 Robin Talley	Smoot Library Director	librarydirector@smoot.org	540-775-2147
2 Jennifer Martin	Admin Assistant	admin@smoot.org	540-775-2147
3 Pete Fields	Musician	worldjamusic@gmail.com	540.846.4226
4 Rhonda	Tink's Catering	rhondacaters1966@gmail.com	301-643-8963
5 Nick M			
6 Terry Rinko	Video		
7			
AGENDA ITEMS			
DUE DATE	LEAD	SUBJECT	ACTION
Thu, Jan 23, 2020	WG	Meeting @ smoot	
Sat, Feb 15, 2020	WG/ Terri	Video	Get photos, docs, relics from Smoot for video montage
	Robin / WG	Programming	need programming from Robin
ACTION		LEAD	NOTES
Sat, Feb 29, 2020			
2:00 PM	set-up PA, Video,	WG	
4p	Caterers on site	Tink's Catering	
6:30 PM	EVENT OPENS		
6:45 PM	Jazz band begins		
	Welcome by Robin		
	Tinney, introduce Kris		
7:00 PM	Parker	Robin	
7:15 PM	Kris Parker		
7:30 PM	Guest speaker TBD		
7:45 PM	Video	Wil Gravatt	
8:05 PM	Social		
9:00 PM	EVENT ENDS		
EVENT TITLE	An Evening in the Stacks (Celebrating 50 Years of the Smoot Library)		DATE(S) Sat, Feb 29, 2020
LOCATION	Smoot Library 9533 Kings Highway King George, VA 22485 540-775-2147		EXPECTED ATTENDANCE: 150-175



BUDGET APPROVED DATE:		TBD	\$7,249.50	\$0.00	\$7,249.50			
ITEM		BUDGETED COST	ACTUAL COST	OVER/UNDER	NOTES	UNIT \$	QUANT	EXT.
band / Peter Fields Trio (jazz)		\$1,000.00	\$0.00	\$0.00	WG	\$0.00	0	\$0.00
ABC Banquet License		\$90.00	\$0.00	\$0.00	(Kim W)	\$0.00	0	\$0.00
Catering (Heavy hors d'oeuvres)		\$4,048.50	\$0.00	\$0.00		\$26.99	150	\$4,048.50
		\$0.00	\$0.00	\$0.00		\$0.00	0	\$0.00
High-Top tables (12)		\$261.00	\$0.00	\$0.00		\$17.40	15	\$261.00
Center pieces x 12 (flowers)		\$450.00	\$0.00	\$0.00		\$0.00	0	\$0.00
*will need to purchase alcohol for cash bar under the Friends of Smoot non-profit, all proceeds from alcohol can go back into TAC fund (per Carl Burch - FBG ABC office)								
RECOMMENDED PURCHASES								
40 x 750ml bottles of Wine								
10 x 750ml bottles of Spirit								
20 x 6-packs of Beer		\$0.00	\$0.00	\$0.00		\$0.00	0	\$0.00
Wine		\$920.00	\$0.00	\$0.00		\$23.00	40	\$920.00
Spirits		\$300.00	\$0.00	\$0.00		\$30.00	10	\$300.00
Beer		\$180.00	\$0.00	\$0.00		\$9.00	20	\$180.00



## KING GEORGE COUNTY BOARD OF SUPERVISORS' AGENDA

Meeting Date: February 4, 2020  
Item Number: **02-07**

---

**Subject:** Smart Scale Project Discussion

**Summary of Information:** On January 21, 2020, the staff presented the Board of Supervisors project options to submit in the upcoming Smart Scale cycle.

The Chairman has asked for the subject to be returned to the agenda for additional discussion with the Board of Supervisors.

**Recommended Action:** N/A

Attachment(s):

1. Smart Scale Projects Presentation

**Legal Review:** ☒ Complete ☐ Pending ☐ N/A



# VDOT SMART SCALE Program

Transportation projects are scored based on an objective, outcome-based process that is transparent to the public and allows decision-makers to be held accountable to taxpayers. Once projects are scored and prioritized, the Commonwealth Transportation Board (CTB) has the best information possible to select the right projects for funding.

Applications are accepted biennially.

Application opens March 2<sup>nd</sup>



# SMART Scale Proposed Projects

## Proposed VDOT SMART Scale Projects

- US 301/Route 207 Corridor Study VDOT Recommendations –  
Remove crossovers/Turn lane extensions
- US 301/Ridge Road Median U-Turn
- US 301/Route 206 (Dahlgren Road) Quadrant Roadway
- Indiantown Road/Route 206 (Dahlgren Road) Round-about  
Intersection



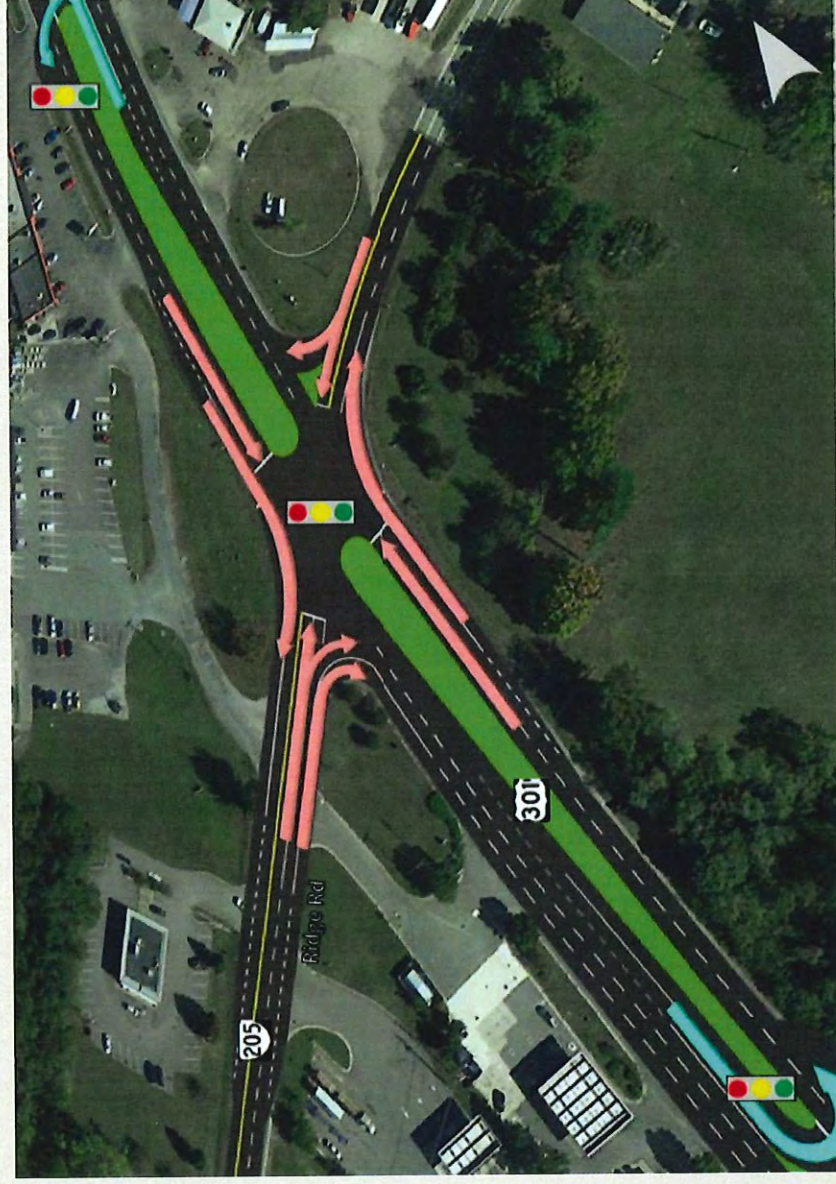
# SMART Scale Project

- US 301/Route 207 Corridor Study VDOT Recommendations
  - *This project will count as one of the available GWRC slots*
- Project recommendations consists of:
  - *27 turn lane extensions*
  - *20 crossover removals*



# SMART Scale Project

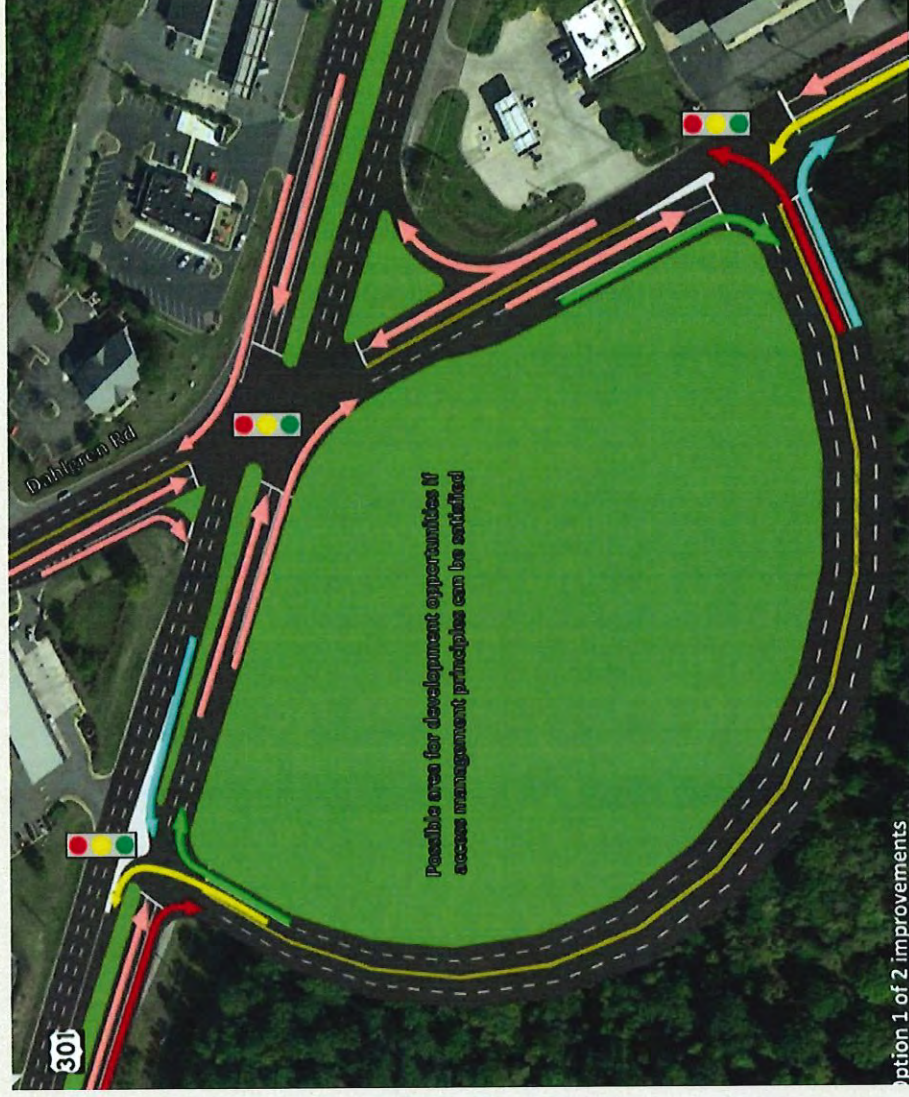
- US 301/205 (Ridge Road) Median U-Turn - 301/207 Arterial Preservation Plan
- LOS Intersection scoring
  - AM - D
  - PM - D





# SMART Scale Project

- US 301/Route 206  
(Dahlgren Road)  
Quadrant Roadway -  
301/207 Arterial  
Preservation Plan
- LOS Intersection scoring
  - AM - E
  - PM - F









# APPENDIX A: FIELD REVIEW

Conducted June 7, 2017

- US 301 and Owens Drive intersection and the curve north of the intersection
  - Southbound approach has a short right-turn lane and a tight radius.
  - Limited sight distance in the eastbound direction.
  - Not all vehicles queued can exit the gate at Naval Support Facility Dahlgren in a single cycle of the traffic signal during the PM peak hour.
- US 301 to University Drive/Commerce Drive
  - Westbound lane with a jog through the intersection for the thru movement
  - Split phased side street operations.
- US 301 to Danube Drive
  - Short southbound right-turn lane
  - Crossover close to the intersection
  - Multiple access points close to the intersection
- US 301 to Dahlgren Road
  - Steep downgrade in northbound lanes – approximately 7%
  - Side streets with non-Manual on Uniform Traffic Devices compliant thru indications
- US 301 and Route 218 (Windsor Ave)
  - A short southbound right-turn lane
  - Skewed intersection
  - Eastbound sight distance limited at 180'
  - Eastbound and westbound right-turns have limited sight distances
- South of Route 634 (Hill Crest Drive) .75 miles south
  - Steep hill - 7% grades
  - Northbound lane has a short right-turn lane at Hill Crest. No acceleration lane.
- North of Route 701 (1 mile north) (Wash Mill Road)
  - Nothing to note

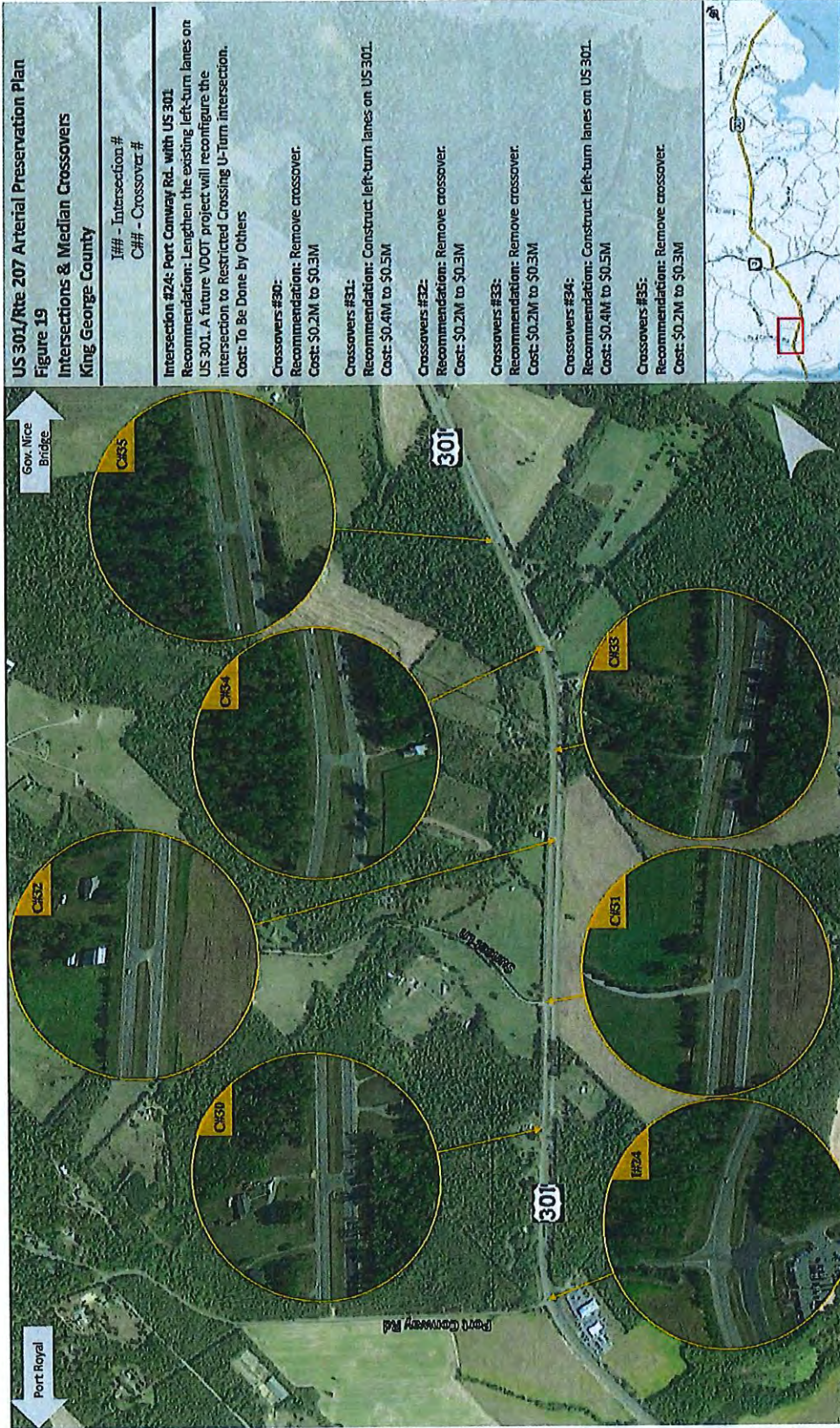
- Route 616 to Route 205
  - Crashes appear to be access management related – lots of property damage only crashes
  - Some crossovers with no turn lanes and vertical separation between eastbound and westbound lanes
- US 301 to Route 205 (Ridge Road)
  - Skew and horizontal curve southbound
  - Slight bump through intersection
  - Some sight distance issues southbound
- Horizontal curve south of Route 205
  - Northbound with 4% downgrade into sharp horizontal curve with guard rail
  - Southbound slightly 3.5% downgrade into sharp horizontal curve with guard rail
- US 301 to Route 3
  - Limited crashes
  - Route 3 Intersection: Over 300 feet queues for eastbound and westbound approaches. Southbound does not clear with each cycle around 5pm (pm peak).
- King George County Line/Rappahannock River to Route 3
  - Crossovers without turn lanes
  - Crossovers with significant elevation differentials between northbound and southbound
  - Some steep grades in this section
  - Route 608 Intersection: Short turn lanes and uneven grade through the intersection.
- Port Royal to King George County Line/Rappahannock River
  - Speed limit signs may be difficult to notice
  - Numerous access points but not many turn lanes.
  - Limited to no shoulders
  - Substantial downgrades for both approaches into Port Royal
  - Truck overtracking at the intersection with Route 17

## APPENDIX A

- Bowling Green Turnpike to the Town of Port Royal
  - Six crossovers in less than a mile between Route 608 and Bowling Green Turnpike
  - Limited crashes in this area
  - Sight distance appears to be adequate at the entrance to Fort A.P. Hill
  - Some steep grades. Rolling hills throughout
  - Crossovers without turn lanes
  - Hidden crossover with limited sight distance
- Route 207 to Bowling Green Turnpike
  - Good sight distance at intersection of Route 207 and Broadbudd Avenue
  - Short merge lane from Broadbudd Avenue to southbound Route 207
  - Limited sight distance from Christmas Tree Lane to Route 207
- Route 601 to Route 207
  - Short turn lanes
  - Crossovers with limited sight distance
  - Route 722 Intersection: Difficult to see southbound traffic from the side streets
- I-95 to Route 601
  - Vertical curve southbound near truck stop at Cool Water Drive makes left-turns into truck stop difficult
  - Some queuing for left turn into truck stop at Cool Water Drive
  - Trucks use signal at Cool Water Drive to access north side properties
  - Crossovers with sub-standard turn lanes
  - Short turn lanes at Belmont Boulevard Intersection
  - Minimal sight distance for the northbound U-turn at Enterprise Parkway



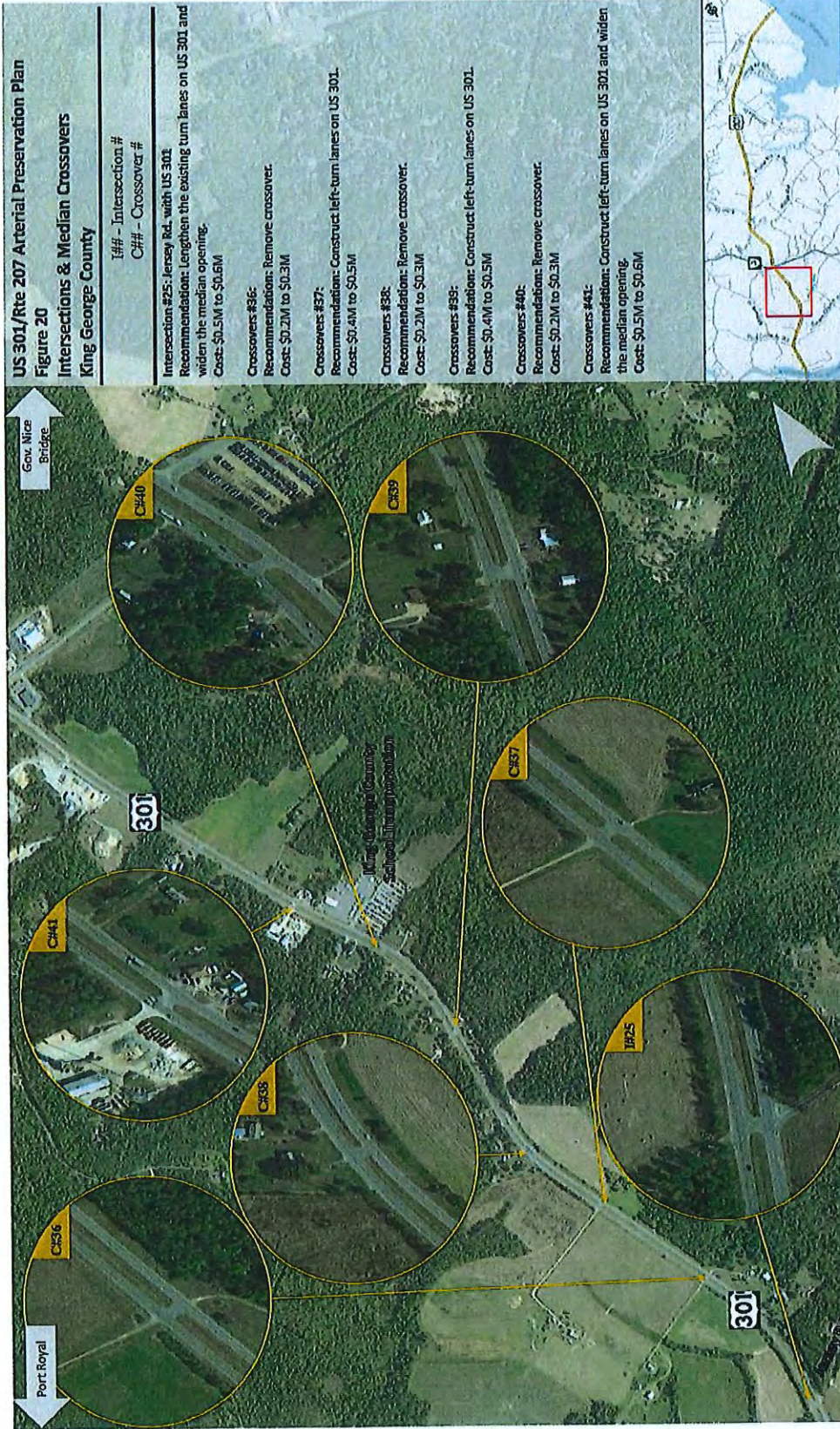
# APPENDIX H



US 301 / ROUTE 207 ARTERIAL PRESERVATION PLAN



# APPENDIX H



US 301 / ROUTE 207 ARTERIAL PRESERVATION PLAN





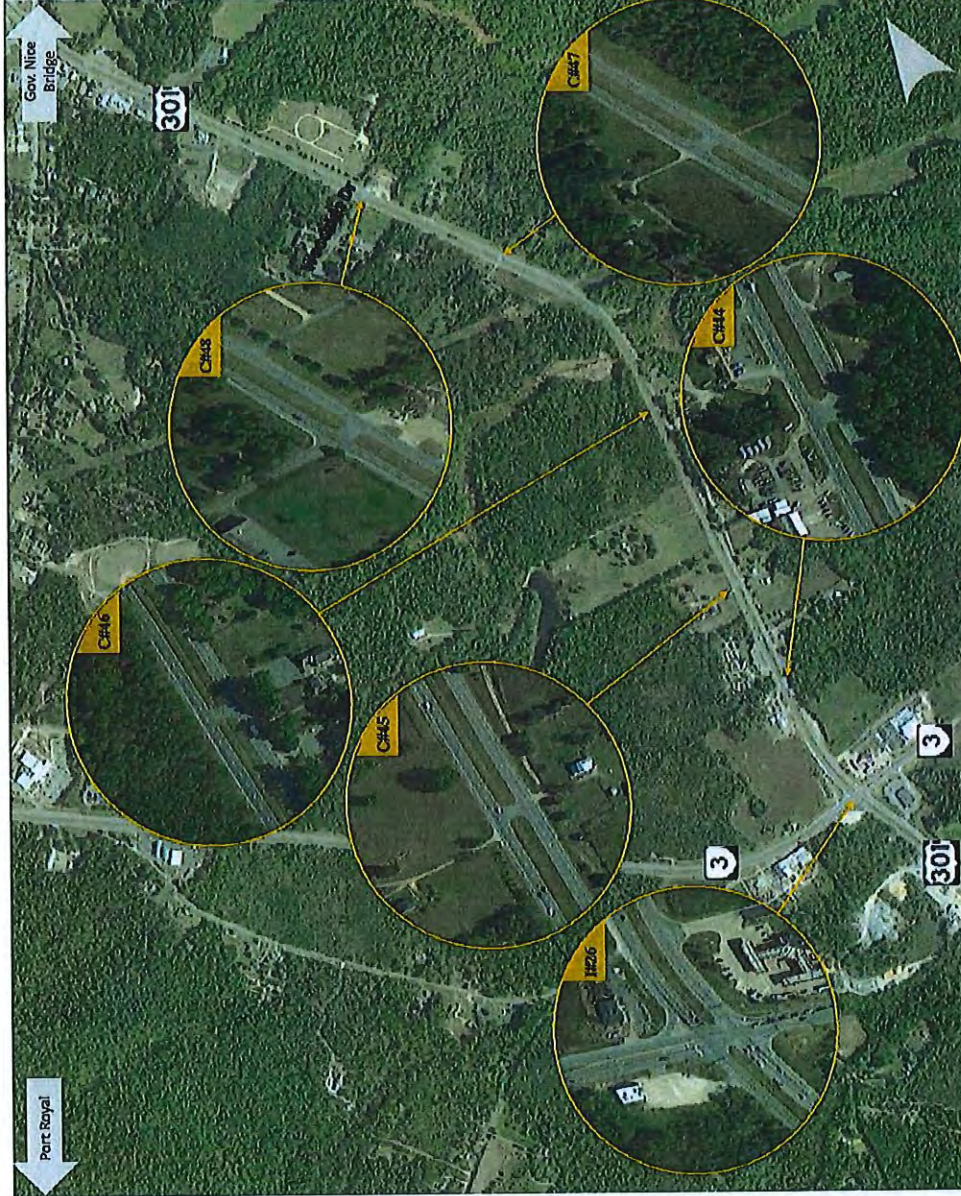
APPENDIX H





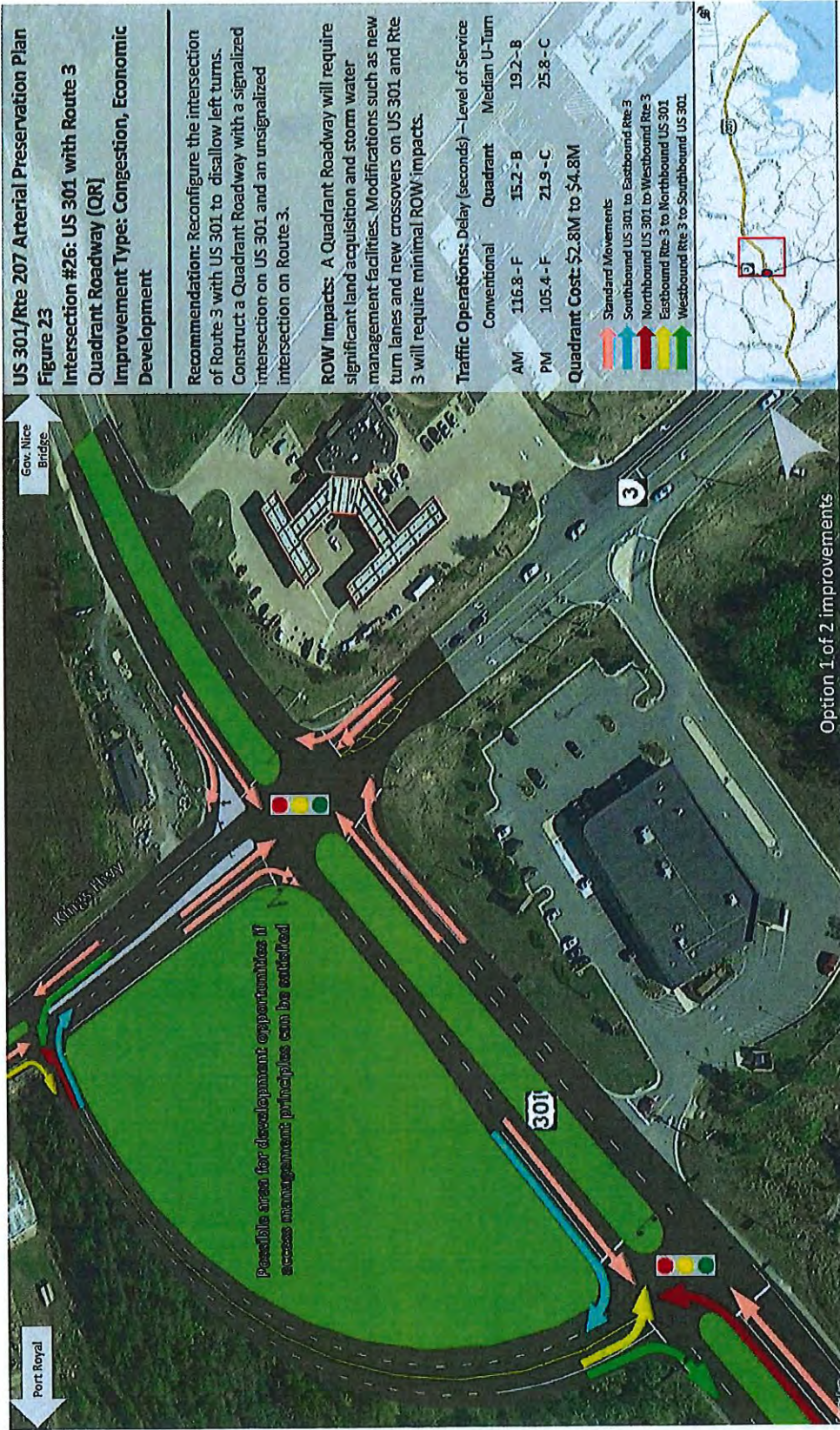
## King George County

Utility - Intersection #/ C#/# - Crossover #	
Intersection #26: Rte 3 with US 301 Recommendations: Reconfigure the intersection to Quadrant Roadway or Median U-Turn Intersection - See Figures 23 and 24. Quadrant Cost: \$2.8M to \$4.8M Median U-Turn Cost: \$1.8M to \$3.2M	
Crossovers #44: Recommendations: Lengthen the existing northbound and southbound left-turn lanes on US 301. Cost: \$0.41M to \$0.5M	
Crossovers #45: Recommendations: Remove crossover. Cost: \$0.2M to \$0.3M	
Crossovers #46: Recommendations: Construct left-turn lanes on US 301. Cost: \$0.4M to \$0.5M	
Crossovers #47: Recommendations: Remove crossover. Cost: \$0.2M to \$0.3M	
Crossovers #48: Recommendations: Construct left-turn lanes on US 301. Cost: \$0.4M to \$0.5M	





# APPENDIX H







# APPENDIX H

**US 301/Rte 207 Arterial Preservation Plan**  
**Figure 24**  
**Intersection #26: US 301 with Route 3**  
**Median U-Turn (MUT)**  
**Improvement Type: Congestion, Economic Development**

**Recommendation:** Reconfigure the intersection of Route 3 with US 301 to disallow left turns. Construct single lane signalized U-turn intersections north and south of the current intersection.

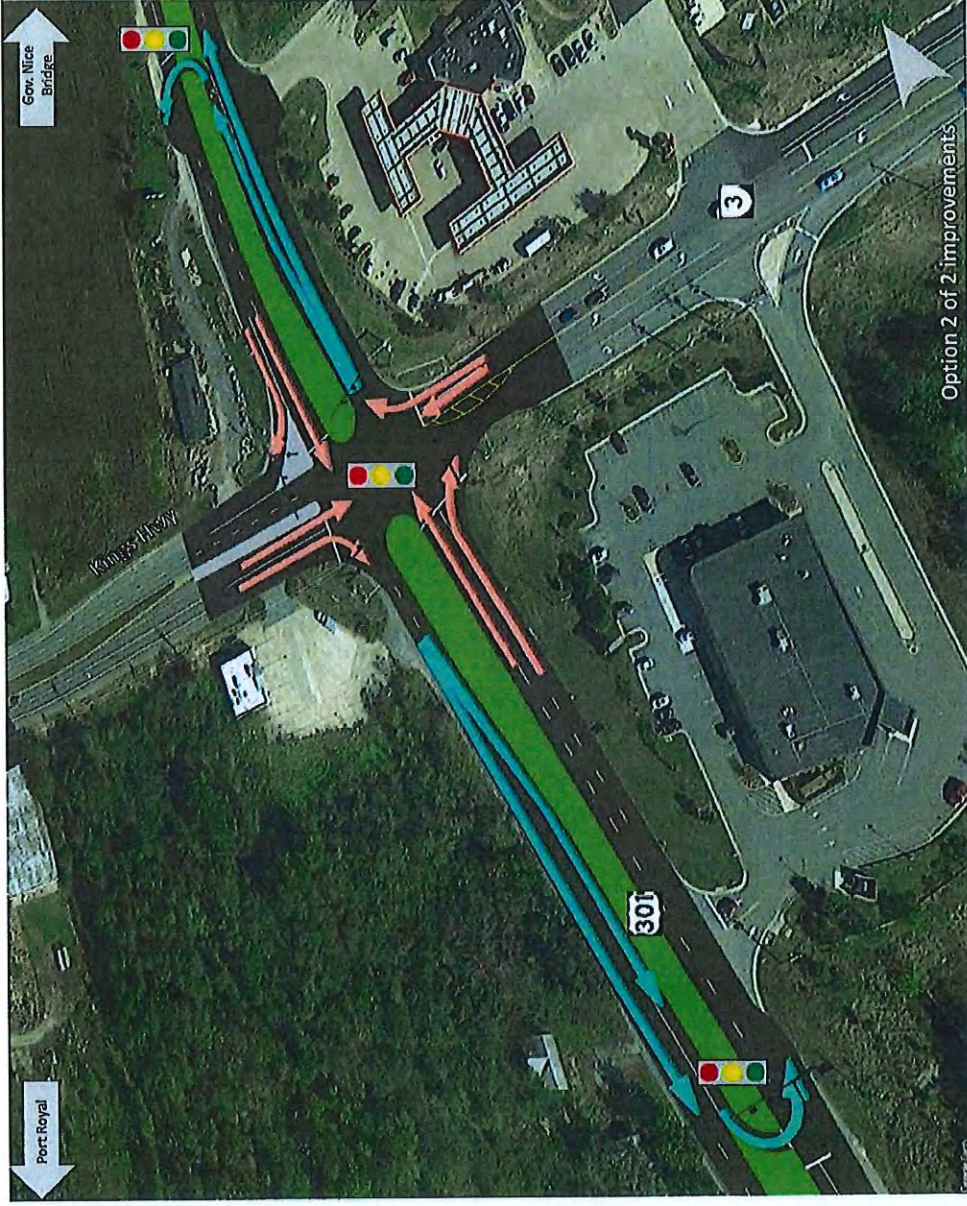
**ROW Impacts:** The signalized U-turn areas and removal of existing left-turn lanes at the current intersection should be primarily within existing ROW and any ROW acquisition will be minimal.

**Traffic Operations:** Delay (seconds) – Level of Service

	Conventional	Quadrant	Median U-Turn
AM	116.8 - F	15.2 - B	19.2 - B
PM	105.4 - F	21.9 - C	25.8 - C

Median U-Turn Cost: \$1.8M to \$3.2M  
 Standard Movements

Re-routed left turn movements



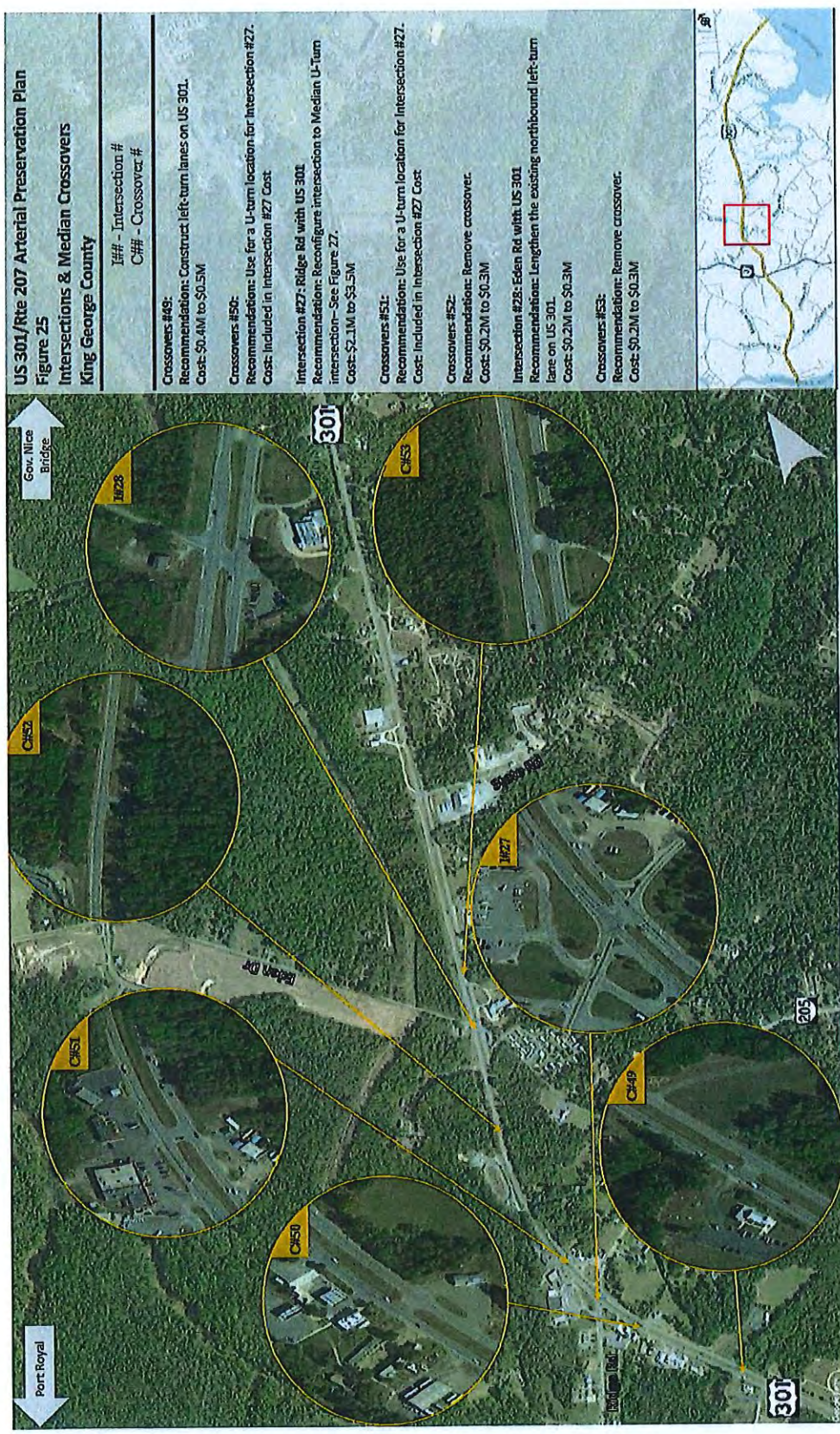
US 301 / ROUTE 207 ARTERIAL PRESERVATION PLAN

H-25





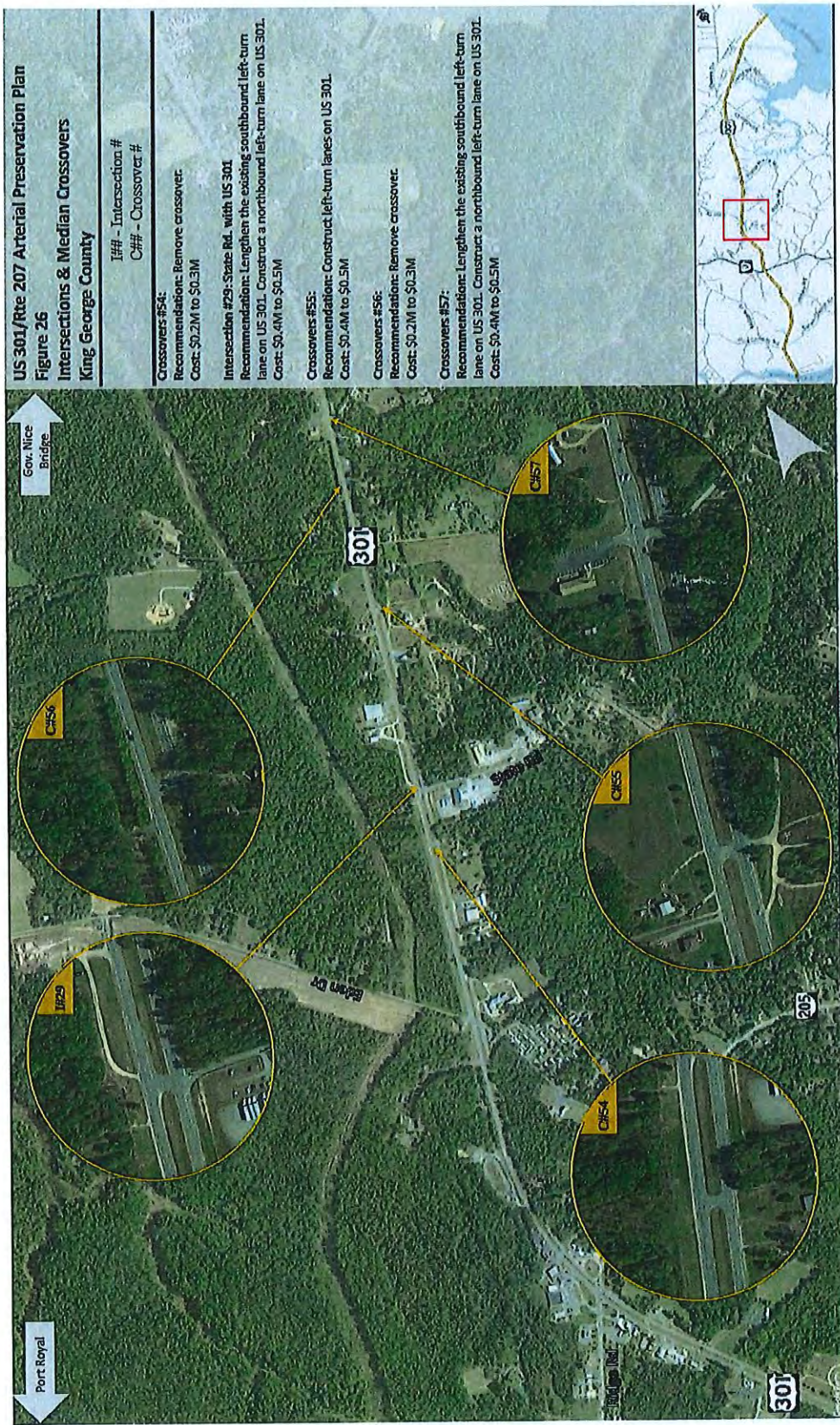
# APPENDIX H







# APPENDIX H

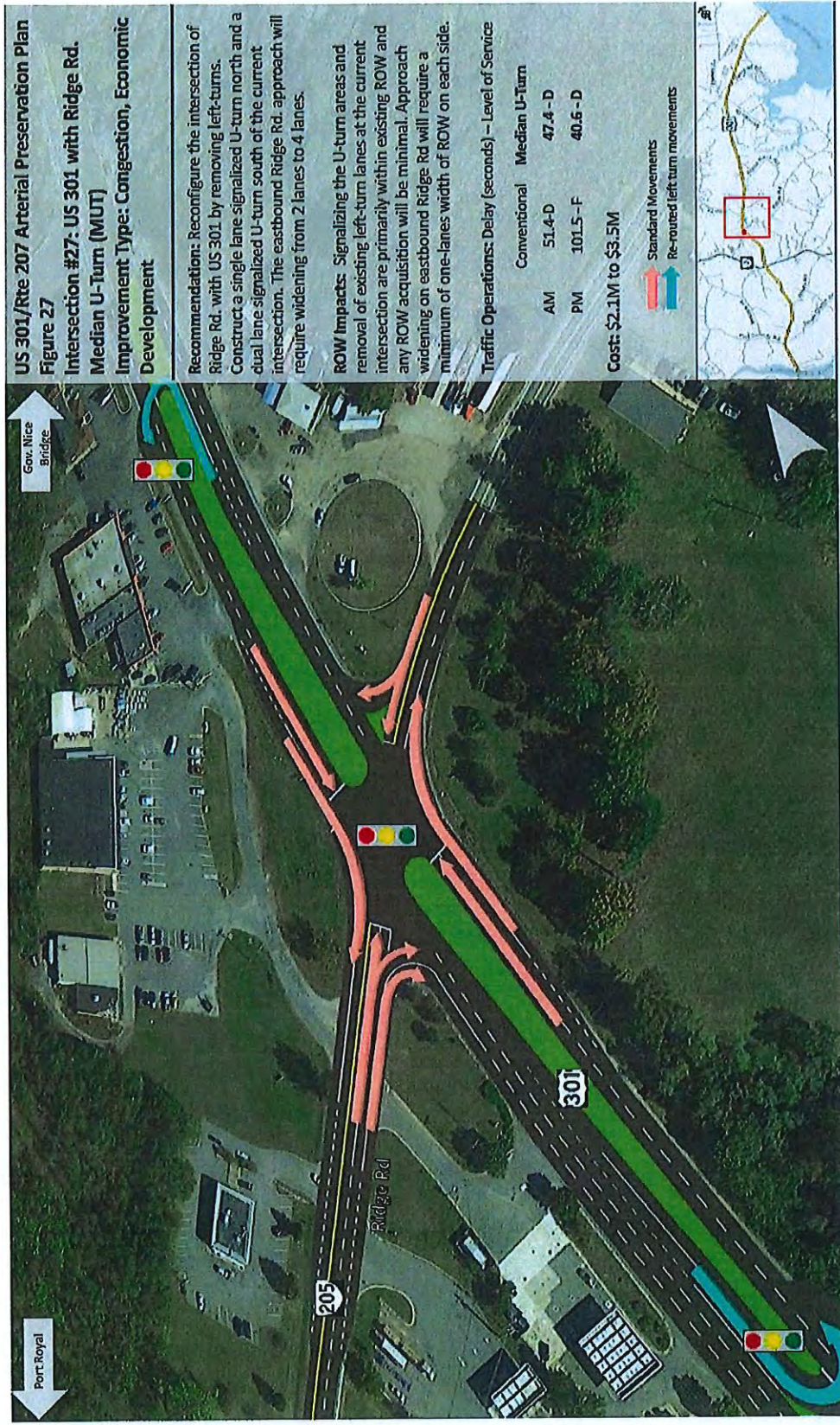


US 301 / ROUTE 207 ARTERIAL PRESERVATION PLAN



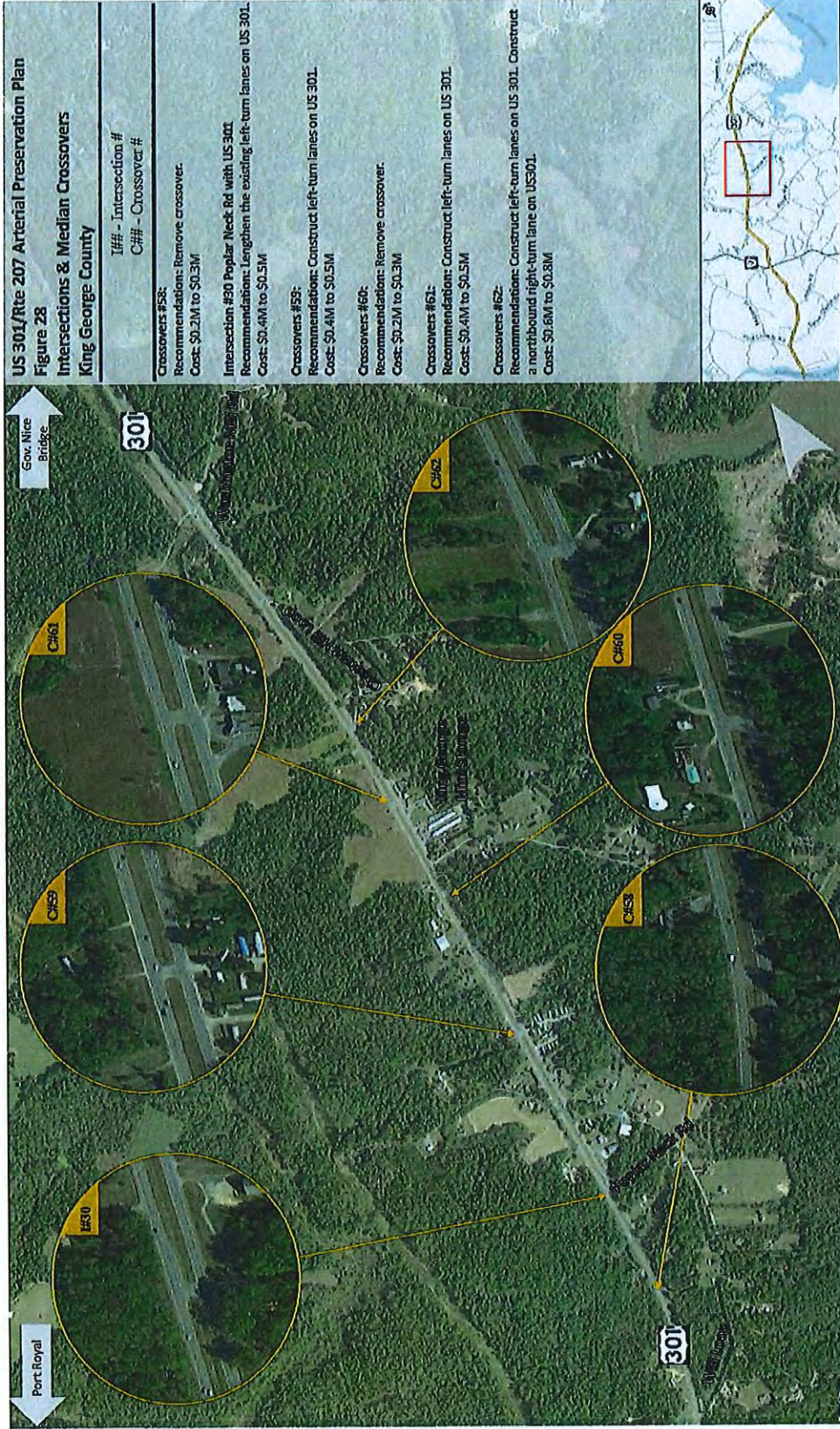


APPENDIX H





# APPENDIX H







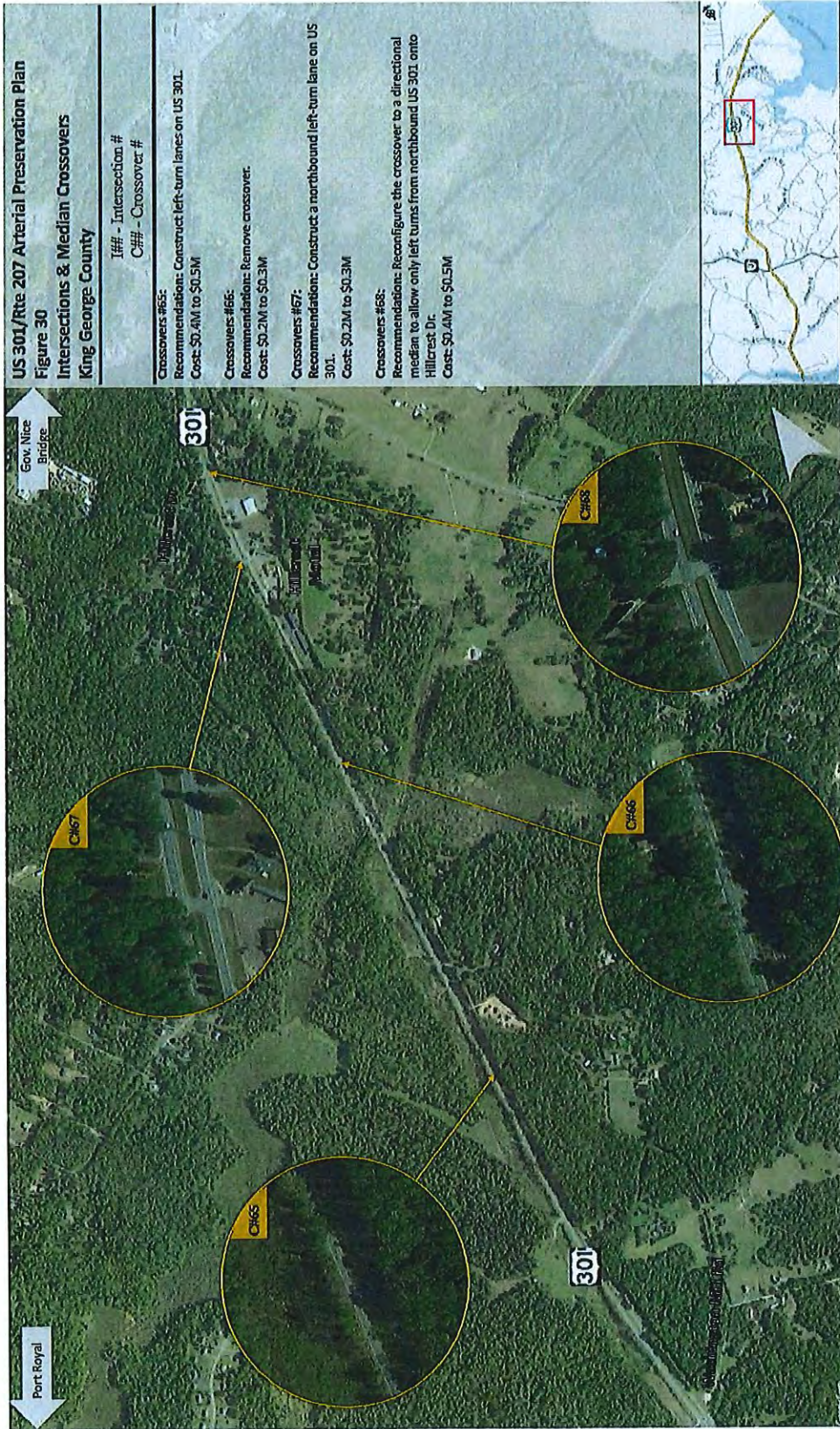
APPENDIX H







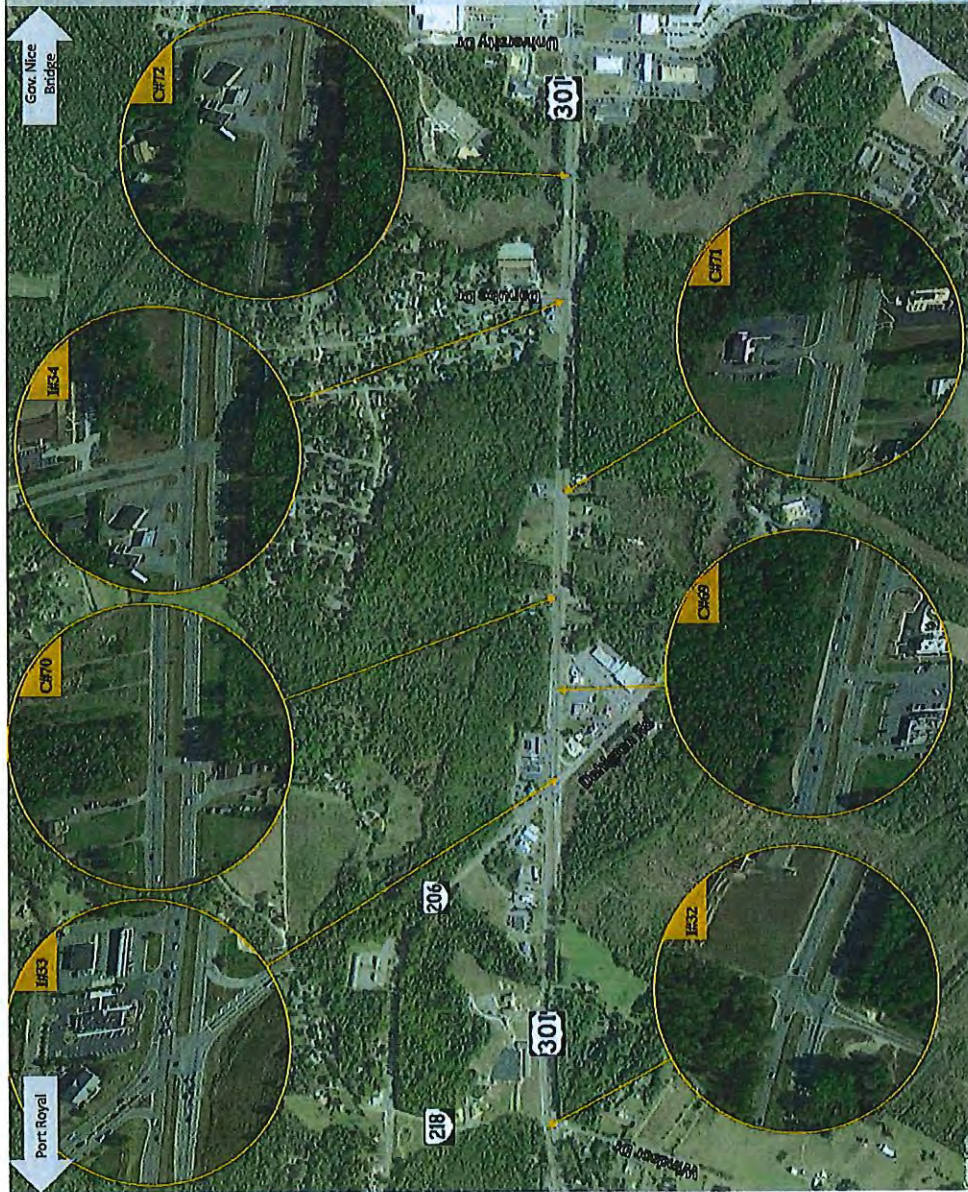
# APPENDIX H





## King George County

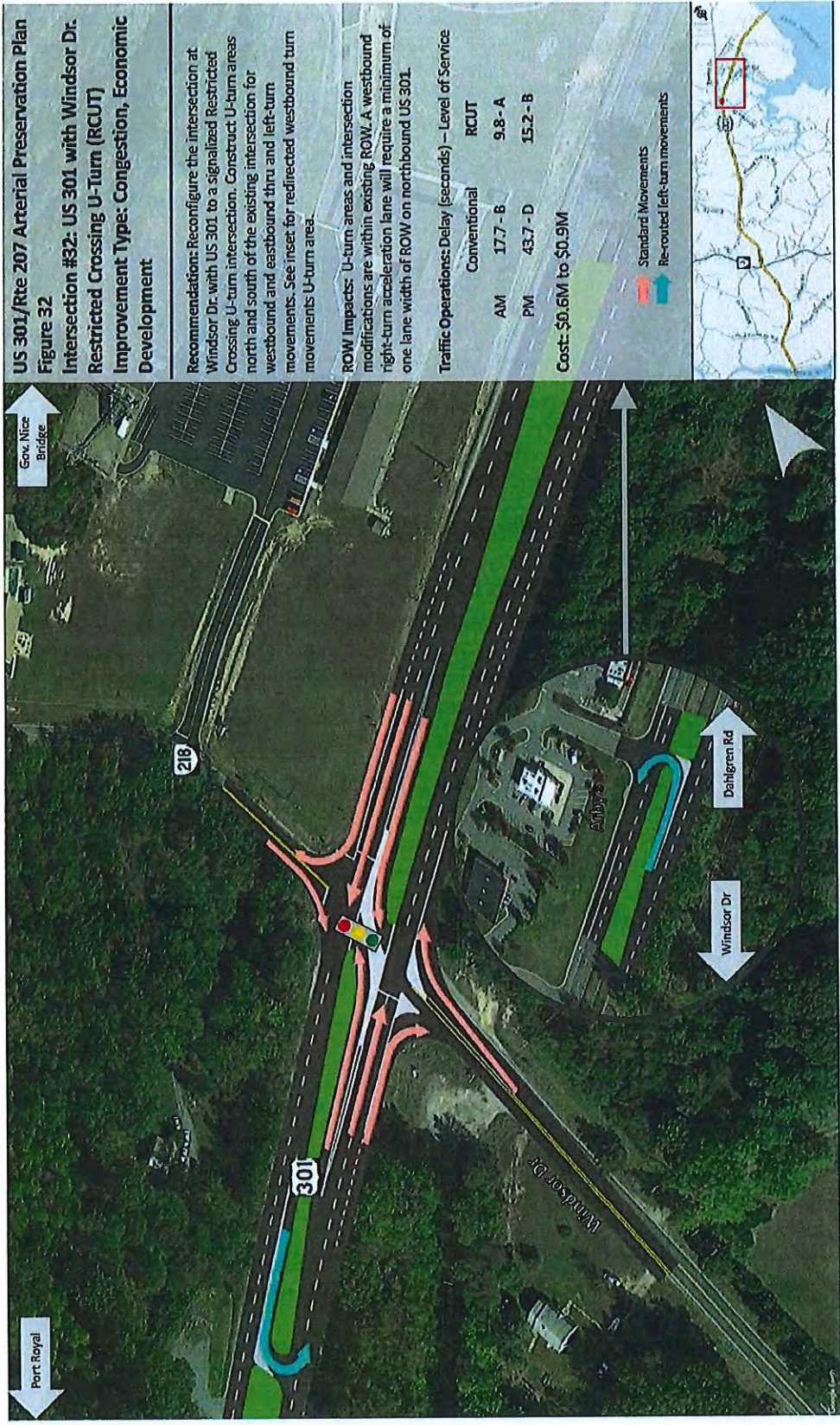
**Crossovers #72:**  
**Recommendation:** Remove crossover.  
**Cost:** \$0.2M to \$0.3M







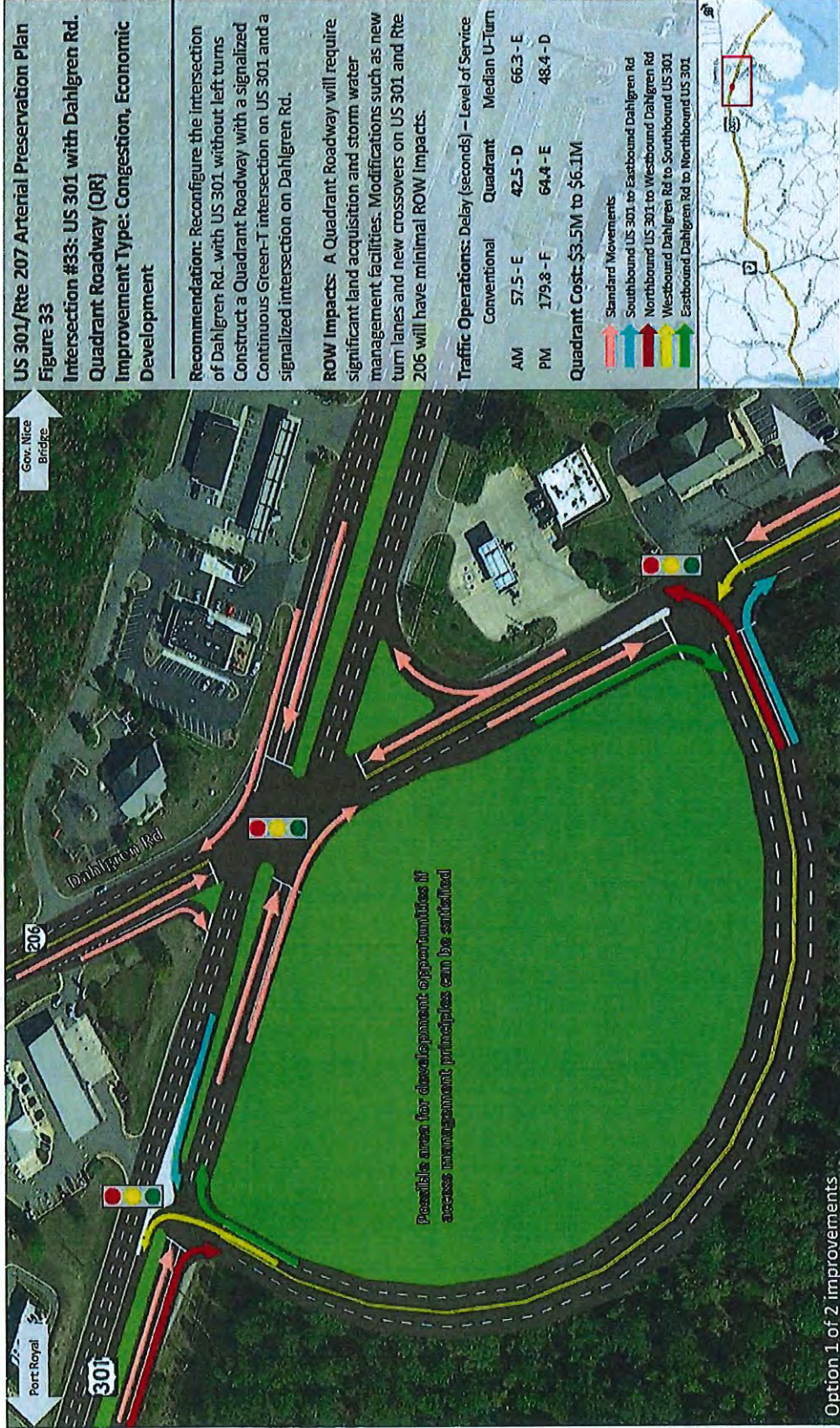
# APPENDIX H







## APPENDIX H



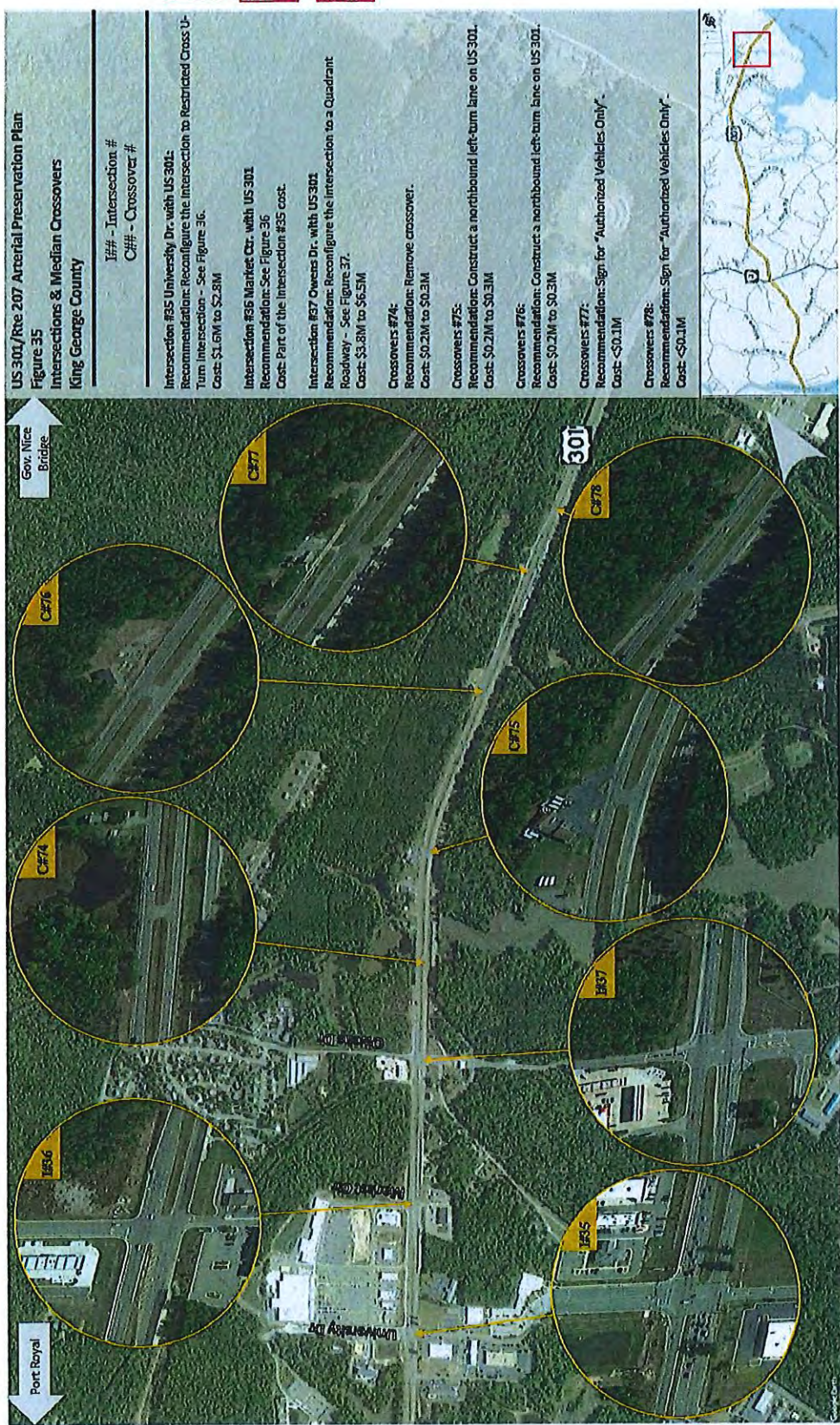








# APPENDIX H



US 301 / ROUTE 207 ARTERIAL PRESERVATION PLAN





## KING GEORGE COUNTY BOARD OF SUPERVISORS' AGENDA

Meeting Date: February 4, 2020  
Item Number: **02-08**

---

**Subject:** KGMS Expansion Project Change Order (Dugouts)

**Summary of Information:** On December 3, 2019, the Board approved Change Orders # 1 -6 except for Line Item CE # 012 - RFP 004 - Softball Dugouts.

Branch Construction initiated work on this line item under an owner's request and the good faith that the company would be paid for services rendered. In light of the denial for payment, the construction company has ceased work on the dugouts and the project remains incomplete.

After a thorough review of the change order process and the details of the dugouts project (as supported by the documents attached), both the County Attorney and County Administrator find it in the County's best interest to approve the line item and complete the project.

**Recommended Action:** I recommend the Board of supervisors approve Line Item CE #012 - RFP 004 - Softball Dugouts in the amount of \$37,425.71.

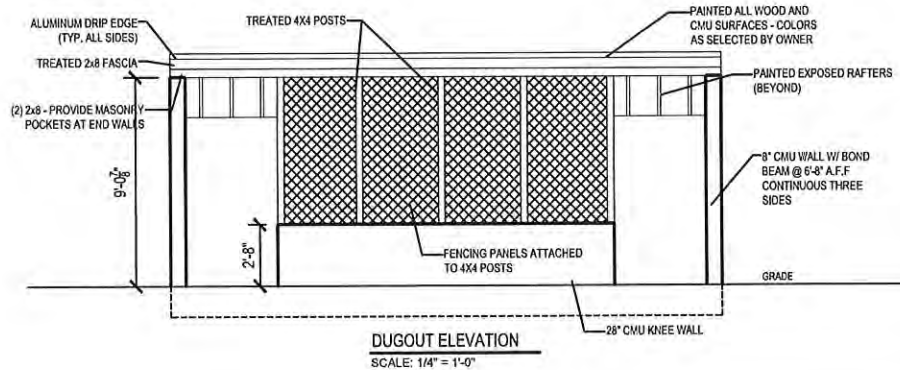
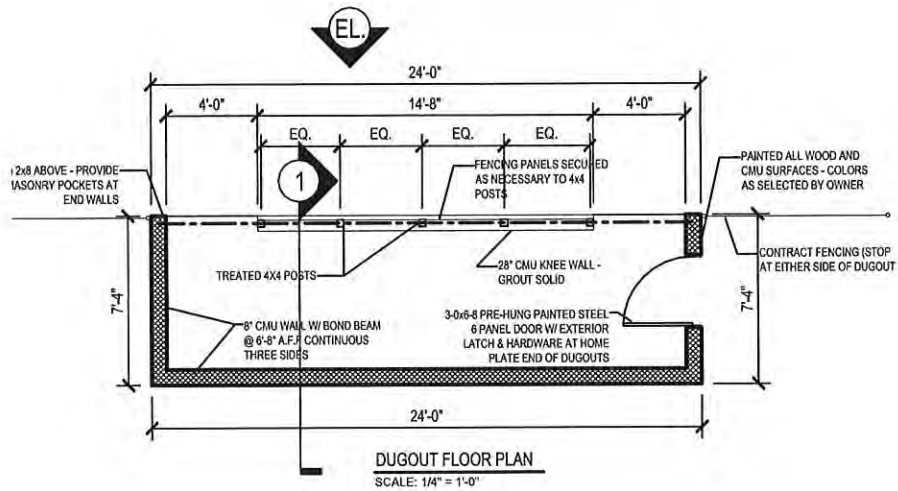
Attachment(s):

1. KGMS Change Order Spreadsheet
2. Dugout Design
3. Supporting Documentation

**Legal Review:**      ☒ **Complete**      ☐ **Pending**      ☐ **N/A**

#	Title	Date Initiated	WORK COMPLETED	Origin	Status	Change Order Number	Amount Quoted	Amount Negotiated
CHANGE ORDER #6								
58	CE #137 - #121: Display case lighting	11/11/2019		Document Discrepancy	Draft		\$0.00	\$0.00
57	CE #129 - Existing Entrance Road Demo	10/15/2019		Existing Condition	Draft		\$0.00	\$0.00
56	CE #127 - Automatic Door Operator Wiring Plan	10/10/2019		Owner Request (Schools)	Rec. for Approval	CO #06	\$4,328.97	\$4,328.97
55	CE #126 - Temporary Signage - Area E	10/8/2019		VOID	VOID	VOID	\$0.00	\$0.00
54	CE #125 - Sprinkler Room Fire-Rated Wall	10/7/2019		Document Discrepancy	Draft		\$0.00	\$0.00
53	CE #121 - Flag Poles Bases and Installation	10/7/2019		Document Discrepancy	Draft		\$0.00	\$0.00
52	CE #117 - RFP #08 Junior's Closet Hallway	9/30/2019		Owner Request (Schools)	Draft		\$18,048.10	\$18,048.10
51	CE #120 - RFP #07 Gym to Track Sidewalk	9/30/2019		Owner Request (County)	Draft		\$0.00	\$0.00
50	CE #114 - Area A Storm Sewer Existing Structure 3 Elevation	9/18/2019		Document Discrepancy	Under Review		\$4,246.38	\$4,246.38
49	CE #113 - Walk Down at Old Entrance	9/17/2019		Owner Request (Schools)	Draft		\$0.00	\$0.00
48	CE #111 - Auditorium Ceiling Close-In	9/4/2019		Design Developments	Rec. for Approval	CO #06	\$3,154.78	\$3,154.78
47	CE #110 - Transite Sewer Piping Connection	8/14/2019		Latent Condition	Rec. for Approval	CO #06	\$1,217.03	\$1,217.03
46	CE #104 - Existing Condensate Drains	8/7/2019	Y	Latent Condition	Revisions Requested		\$4,042.76	\$4,042.76
45	CE #101 - Existing Outlet Circuit - Room D27	8/7/2019	Y	Document Discrepancy	Rec. for Approval	CO #06	\$272.85	\$272.85
44	CE #099 - ASI #05: Projector Power Location	8/7/2019	Y	Owner Request (Schools)	Rec. for Approval	CO #06	\$8,774.15	\$8,774.15
43	CE #090 - Projection Screens Media Center	7/31/2019	Y	Document Discrepancy	Rec. for Approval	CO #06	\$2,606.44	\$2,606.44
42	CE #096 - Area D Asbestos Removal	7/12/2019	Y	Allowance	Rec. for Approval	CO #06	\$7,799.00	\$7,799.00
37	CE #078 - 25' Wall Demo	6/1/2019		Latent Condition	Under Review		\$8,581.90	\$8,581.90
36	CE #077 - Wall-Mounted Projector at Cafeteria-Wiring System	5/30/2019	Y	Document Discrepancy	Rec. for Approval	CO #06	\$2,495.30	\$2,495.30
28	CE #055 - Additional Handrails-Area A	3/27/2019		Document Discrepancy	Rec. for Approval	CO #06	\$8,000.00	\$6,203.40
14	CE #021 - Support for Lighting Fixtures and Devices to Remain	12/17/2018	Y	Latent Condition	Rec. for Approval	CO #06	\$74,155.00	\$14,679.17
5	CE #005 - Softball Field Shift and Light Relocation	8/20/2018	Y	Design Developments	Rec. for Approval	CO #06	\$40,307.92	\$40,307.92
CHANGE ORDER #5								
35	CE #076 - Additional retaining Rods at Sprinkler Main	5/24/2019		Owner Request (County)	Approved	CO #05	\$2,636.45	\$2,636.45
34	CE #073 - RFP #14 - Guidance Waiting Revisions	5/22/2019		Owner Request (Schools)	Approved	CO #05	\$1,833.05	\$1,833.05
33	CE #072 - Existing Lights and Poles Removal	5/20/2019		Owner Request (County)	Approved	CO #05	\$2,901.25	\$2,901.25
41	CE #090 - Demo of Wing Wall in Area D by Office	7/9/2019		Design Developments	Approved	CO #05	\$419.21	\$419.21
40	CE #088 - CW9 Framing Changes	7/1/2019		VOID	VOID	VOID	\$0.00	\$0.00
39	CE #085 - Foodservice Equipment Changes	6/28/2019		Owner Request (Schools)	Approved	CO #05	\$3,962.97	\$3,962.97
38	CE #066 - RFP #02: Baseball Field Lights	6/13/2019		Latent Condition	Approved	CO #05	\$11,488.25	\$11,488.25
24	CE #045 - Additional Concrete Pour-Area A	3/6/2019		Document Discrepancy	Approved	CO #05	\$2,110.00	\$2,110.00
4	CE #004 - RFI #7: Aggregate beneath Curb	8/8/2018		Document Discrepancy	Approved	CO #05	\$7,423.50	\$4,220.35
6	CE #007 - Relocate Telecom and Fiberoptic Utility Lines	9/18/2018		Latent Condition	Approved	CO #05	\$4,305.00	\$3,519.26
CHANGE ORDER #4								
30	CE #060 - Low-Voltage Allowance Additions/Revisions	4/15/2019		Owner Request (Schools)	Approved	CO #04	235,671.53	\$235,671.53
CHANGE ORDER #3								
32	CE #068 - Electrical Service Secondary Conduit Addition	5/9/2019		Design Developments	Approved	CO #03	\$6,554.98	\$6,554.98
31	CE #063 - Electrical Service Addition	4/22/2019		Design Developments	Approved	CO #03	\$37,190.07	\$33,272.59
29	CE #057 - Intumescent Paint at Selected Fire Rated Columns	4/2/2019		Document Discrepancy	Approved	CO #03	\$5,918.55	\$5,918.55
27	CE #051 - Differential Cost for Sound-Absorbing Ceiling Units	3/20/2019		VOID	VOID	VOID	\$1,907.47	\$0.00
26	CE #050 - Replace Check Valve at Chilled Water Pump	3/20/2019		Latent Condition	Approved	CO #03	\$2,895.98	\$2,597.41
25	CE #046 - 5' Height Markers and Tackboards	3/7/2019		Owner Request (Schools)	VOID	VOID	\$17,674.65	\$0.00
23	CE #044 - Demo Old Water Tanks	3/6/2019		Owner Request (County)	Approved	CO #03	\$1,931.71	\$1,931.71
22	CE #043 - Hydronic Piping	3/6/2019		Latent Condition	Approved	CO #03	\$0.00	\$0.00
21	CE #042 - Relocate Electrical Conduits	3/5/2019		Latent Condition	Approved	CO #03	\$2,779.98	\$2,779.98
20	CE #041 - CK-1 C401 Track Connecting Road	2/28/2019		Owner Request (Schools)	REMOVED BY BOARD			
19	CE #037 - Additional Tackable Fabric-Wrapped Panel	2/19/2019		Document Discrepancy	FROM CO #05	CO #03	\$20,015.46	\$20,015.46
18	CE #033 - #42: Existing Dryer Vent Connection	2/1/2019		Latent Condition	Approved	CO #03	\$994.87	\$951.61
17	CE #025 - Automatic Temperature Control Allowance	1/2/2019		Owner Request (Schools)	Approved	CO #03	\$1,920.10	\$1,694.33
16	CE #025 - Automatic Temperature Control Allowance	1/2/2019		VOID	VOID	VOID	\$0.00	\$0.00
15	CE #023 - October - November Weather Delay	12/17/2018		Latent Condition	Approved	CO #03	\$0.00	\$0.00
13	CE #022 - August - September Weather Delays	12/17/2018		Latent Condition	Approved	CO #03	\$0.00	\$0.00
12	CE #020 - RFP #05: Science Casework	12/17/2018		VOID	VOID	VOID	\$0.00	\$0.00
11	CE #019 - RFP #05: Glass Railings	12/17/2018		Owner Request (Schools)	Approved	CO #03	\$38,703.00	\$38,703.00
10	CE #012 - RFP #04 - Softball Dugouts	10/16/2018	Y	Owner Request (Schools)	REMOVED BY BOARD			
3	CE #003 - RFI #2: Locker Discrepancy	8/8/2018		Document Discrepancy	FROM CO #05	CO #03	\$56,141.63	\$37,425.71
9	CE #010 - Asphalt Adjustment August 2018	10/1/2018		Latent Condition	Approved	CO #02	\$3,583.63	\$3,583.63
8	CE #009 - Lower Dominion Power Line at Softball Field	9/18/2018		Latent Condition	Approved	CO #02	\$7,717.50	\$7,717.50
7	CE #008 - Undercut Unsuitable Soils	9/18/2018		VOID	VOID	VOID	\$9,463.04	\$0.00
2	CE #002 - Asbestos Abatement	8/8/2018		Allowance	VOID	VOID	\$11,944.80	\$0.00
1	CE #001 - Baseball Field Light Removal	6/29/2018		Owner Request (County)	Approved	CO #01	\$18,418.31	\$18,418.31
							\$583,048.10	\$583,048.10





MARK	DATE	DESCRIPTION
1	07.25.19	BY OWNER REQUEST

DATE	PROJECT	DATE	PROJECT
07.25.19	1006405	07.25.19	1006405

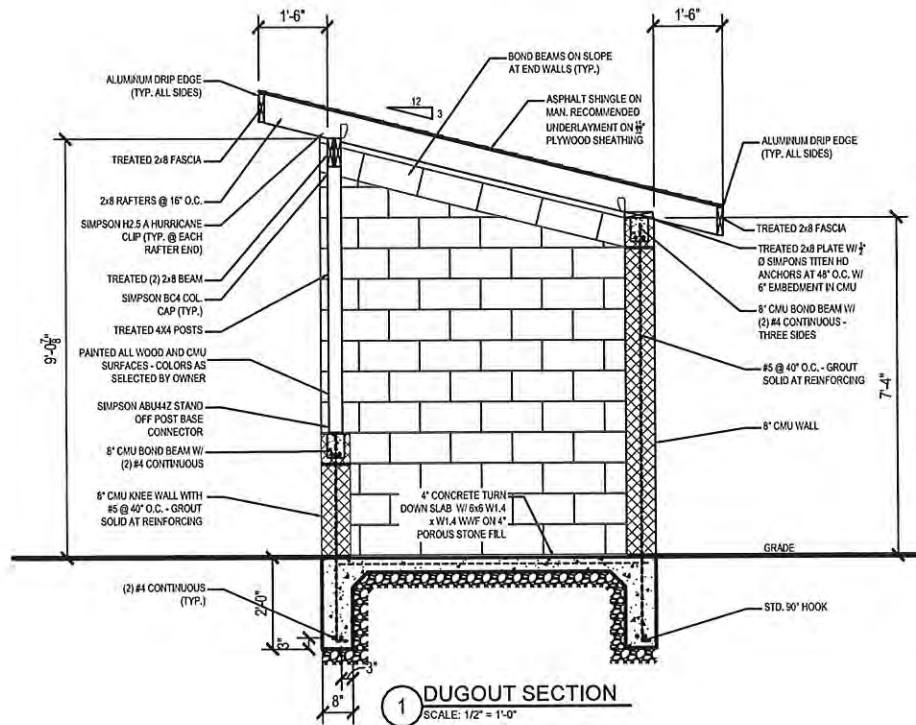
DATE	PROJECT	DATE	PROJECT
07.25.19	1006405	07.25.19	1006405

RRMM ARCHITECTS, PC

KING GEORGE MIDDLE SCHOOL EXPANSION  
KING GEORGE COUNTY SCHOOLS  
8244 Dalinger Road  
King George, VA 22485

Dugout Construction

SHEET



DATE	07/25/19	BY	DESCRIPTION
PROJECT	15294-00	DATE	07/25/19
DRAWN	ARRY	DATE	07/25/19
CHECKED	ARRY	DATE	07/25/19
REVISIONS		DATE	07/25/19

**RRMM ARCHITECTS, PC**

**KING GEORGE MIDDLE SCHOOL EXPANSION**  
**KING GEORGE COUNTY SCHOOLS**  
 1041 Dabney Road  
 King George, VA 22485

**Dugout Construction**

SHEET





**COR #010**

Branch Builds  
P O Box 40004  
Roanoke, VA 24022

Project: 11802 - King George Middle School  
8246 Dahlgren Rd  
King George, Virginia 22485

## Prime Contract Change Order Request #010: CE #012 - RFP 004 - Softball Dugouts

<b>TO:</b>	King George County Schools	<b>FROM:</b>	Branch Builds - NOVA 607 Herndon Pkwy Suite 108 Herndon Virginia, 20170
<b>PCO NUMBER/REVISION:</b>	010 / 0	<b>CONTRACT:</b>	1 - Standard Project Template Prime Contract
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Nathan Antalis (Branch Builds - NOVA)
<b>STATUS:</b>	Pending - In Review	<b>SUBMITTED DATE:</b>	10/16/2018
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>CHANGE REASON:</b>	Client Request		
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>			
<b>SCHEDULE IMPACT:</b>		<b>TOTAL AMOUNT:</b>	\$37,425.71

### POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

#### CE #012 - RFP 003 - Softball Dugouts RFP #04: SOFTBALL DUGOUTS

We are pleased to provide the proposed change order for (2) softball dugouts in accordance with RFP #04 provided by RRMM dated October 12, 2018 and subsequent directions provided by email KGMS Dugout Info dated March 4, 2019. Cost proposal to include:

- Construct (2) dugouts to match existing baseball field dugout excluding closet and doors, as interpreted per attached email
- 4" Concrete slab with WWF with 8" turn downs on perimeter
- Incorporate existing CMU provided by owner located behind the storage building adjacent to the school
- Provide any additional block required
- Wood framed roof structure and shingle roof
- Prime and paint all exposed wood surfaces inclusive of siding, fascia, beams, soffits, rafters, studs, plates & underside of decking
- Owner to select finish colors

### ATTACHMENTS:

[11802-PCO #10-CE #012-RFP 004-Softball Dugouts R1.pdf](#)

#	Cost Code	Description	Type	Amount	Bond (0.50% Applies to all line item types.)	B&A OH&P (5.00% Applies to all line item types.)	Subtotal
1	03-3000 - Cast-in-Place Concrete	PCO 010 - Softball Dugouts CIP	Commitment	\$9,453.04	\$ 47.27	\$ 475.02	\$9,975.33
2	04-2000 - Unit Masonry	PCO 010 - Softball Dugouts Masonry	Commitment	\$6,341.80	\$ 31.71	\$ 318.68	\$6,692.19
3	09-2100 - Plaster & Gypsum Board Assemblies	PCO 010 - Softball Dugouts Wood Framing	Commitment	\$9,393.34	\$ 46.97	\$ 472.02	\$9,912.33
4	09-9100 - Painting	PCO 010 - Softball Dugouts Paint	Commitment	\$2,968.00	\$ 14.84	\$ 149.14	\$3,131.98
5	07-4000 - Roofing &	PCO 010 - Softball Dugouts Roofing	Commitment	\$6,210.00	\$ 31.05	\$ 312.05	\$6,553.10



**COR #010**

	Siding Panels						
6	00-6043 - Cert. Land Surveyor	PCO 010 - Softball Dugouts Survey	Commitment	\$1,100.00	\$ 5.50	\$ 55.28	\$1,160.78
Subtotal:				\$35,466.18	\$177.34	\$1,782.19	\$37,425.71
Grand Total:						\$37,425.71	

**Adam Vogel (RRMM Architects)**  
 9097 Atlee Station Road, Suite 101  
 Mechanicsville Virginia 23116

**King George County Schools**

**Branch Builds**  
 P O Box 40004  
 Roanoke, VA 24022

\_\_\_\_\_  
 SIGNATURE DATE

\_\_\_\_\_  
 SIGNATURE DATE

\_\_\_\_\_  
 SIGNATURE DATE





## REQUEST FOR PROPOSAL

---

**DATE:** October 12, 2018

**TO:** Branch Associates  
607 Herndon Parkway, Suite 108  
Herndon, VA 20170

**ATTENTION:** Nathan Antalis

**REFERENCE:** **KING GEORGE PUBLIC SCHOOLS**  
**KING GEORGE MIDDLE SCHOOL EXPANSION**  
**DEPT. OF EDUCATION # 048-01-00-101**  
**RRMM PROJECT NUMBER: 150226-00**

**DESCRIPTION:**

Please submit an itemized cost proposal for changes in the contract sum and/or time incidental to the proposed modifications to the contract documents described herein. This is not a change order, nor a direction to proceed with the work described herein.

**RFP #04: SOFTBALL DUGOUTS**

Per King George County School's request, please provide a proposed change order with detailed line item costs for labor, equipment and materials for the additional work associated with the following scope description and attached supplemental documentation.

- Construct (2) dugouts as shown in the owner-provided sketches and schematic site plan. The sketches are attached for reference.
- Incorporate existing CMU provided by owner located behind the storage building adjacent to the school.
- Provide any additional block required.
- Prime and paint all exposed wood surfaces inclusive of siding, fascia, beams, soffits, rafters, studs, plates & underside of decking.
- Owner to select finish colors.

**BY:** **RRMM Architects**

  
Adam Vogel, Construction Administrator

**ATTACHMENTS**

- Dugout Sketches from Owner

## Ella Bushayija

---

**From:** Nathan Antalis  
**Sent:** Wednesday, May 8, 2019 4:18 PM  
**To:** Ella Bushayija  
**Subject:** FW: KGMS Dugout Info  
**Attachments:** doc00069920190108120745.pdf; 20190102\_091535.jpg; 20190102\_091544.jpg; 20190102\_091548.jpg; 20190102\_091555.jpg; 20190102\_091609.jpg

Thanks,  
Nathan Antalis, LEED AP BD+C  
Project Manager  
P | 703-656-2987 C | 571-264-6706

## BRANCH BUILDS

VIRGINIA | NORTH CAROLINA  
[branchbuilds.com](http://branchbuilds.com)  
[Facebook](#) | [twitter](#) | [LinkedIn](#) | [YouTube](#)

*This email may contain confidential or privileged information. If you are not the intended recipient, please advise by return email and delete immediately without reading/forwarding to others.*

---

**From:** Adam Vogel [mailto:[avogel@rrmm.com](mailto:avogel@rrmm.com)]  
**Sent:** Monday, March 4, 2019 5:21 PM  
**To:** Nathan Antalis <[Nathan.Antalis@branchbuilds.com](mailto:Nathan.Antalis@branchbuilds.com)>  
**Subject:** FW: KGMS Dugout Info

Nathan,  
Attached and below you'll find the description for a revised dugout construction for pricing. The county has expressed a desire to omit the storage area, so that area and the doors will not be needed. The dugout should remain 24'-0" long, all seating/bench areas.  
Thanks,

**Adam Vogel**  
Project Manager | Construction Administrator  
**RRMM® ARCHITECTS**

115 S 15<sup>th</sup> Street, Suite 202 | Richmond, VA 23219 | [Map](#)  
Main: 804.277.8987 | Direct: 804.277.2656 | Cell: 804.238.3971  
[avogel@rrmm.com](mailto:avogel@rrmm.com) | [www.RRMM.com](http://www.RRMM.com)

---

**From:** Adam Vogel  
**Sent:** Wednesday, January 16, 2019 11:20 AM  
**To:** 'Phil Rollins' <[PhilR@co.kinggeorge.state.va.us](mailto:PhilR@co.kinggeorge.state.va.us)>; 'Quesenberry, Travis' <[tquesenberry@co.kinggeorge.state.va.us](mailto:tquesenberry@co.kinggeorge.state.va.us)>  
**Subject:** KGMS Dugout Info

Phil,  
Attached you'll find photos and dimensions of the baseball field dugouts for your use in obtaining additional quotes for the softball field dugout construction. We do not want to use brick as these photos show, but the donated block. These dugouts appear to have a turned down slab foundation with the blockwork directly atop the slab. The doors are residential style six panel steel doors.



Dr. Benson has indicated we can reduce the size as the softball teams are smaller than the baseball teams. The baseball dugouts are approximately 32 feet overall in length which we can shorten this to 24 feet total outside length. The width should remain the same.

There are also existing benches on site that will be reused so quotes should not them.

Please let me know if you have any questions.

Thanks,

**Adam Vogel**

Project Manager | Construction Administrator

**RRMM® ARCHITECTS**

115 S 15<sup>th</sup> Street, Suite 202 | Richmond, VA 23219 | [Map](#)

Main: 804.277.8987 | Direct: 804.277.2656 | Cell: 804.238.3971

[avogel@rrmm.com](mailto:avogel@rrmm.com) | [www.RRMM.com](http://www.RRMM.com)









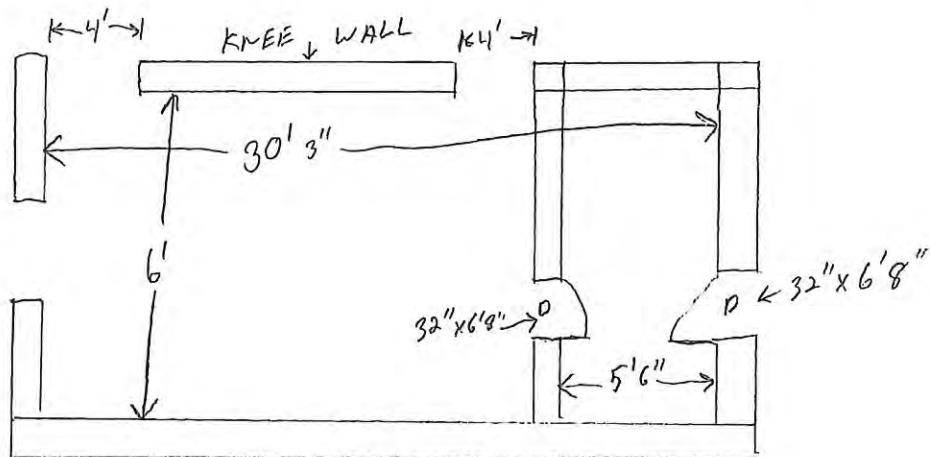
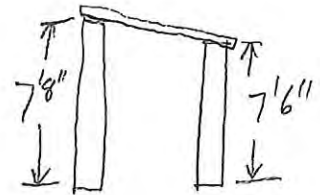
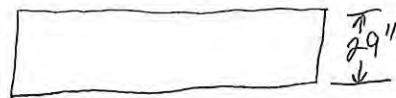








KNEE WALL



EXISTING BASEBALL FIELD DUGOUT

K G M S



# CITY CONCRETE CORPORATION

May 8, 2019

Branch & Associates  
607 Herndon Parkway #108  
Herndon, VA 20170

Attn: Mr. Nathan Antalis  
Re: King George Middle School - Revised

Please review the following additional pricing.

RFQ 001 - Softball Dugouts
----------------------------

4" Concrete Slabs - 464 sf. w/ 158 l.f. 8" x 1'4" turndown

Foreman - 16 hrs @ \$65.00	\$	1,040.00
Operator - 8 hrs @ \$55.00	\$	440.00
Laborer - 3 men 2 days 8 hrs ea @ \$45.00	\$	2,160.00
Gravel (#57) - 13.36 tons @ \$32.00	\$	427.52
Concrete - 8.81 cy's @ \$135.00	\$	1,189.35
Welded wire mesh - 1.4 x 1.4 - 15 Sheets @ \$18.00	\$	270.00
Welded wire mesh supports - Qty 40 @ \$2.25	\$	90.00
4" Expansion joints - 78 lf @ \$1.35	\$	105.30
Bobcat - 8 hrs @ \$55.00	\$	440.00
Form material - 86 lf @ \$16.50	\$	1,419.00
Turndown concrete - 7.5 cy's @ \$135.00	\$	1,012.50

---

<b>Subtotal</b>	<b>\$</b>	<b>8,593.67</b>
<b>Overhead / Profit (10%)</b>	<b>\$</b>	<b>859.37</b>
<b>Total Change Order</b>	<b>\$</b>	<b>9,453.04</b>

---

If you should have any questions please contact me at your convenience.

Respectfully,  
*Mario Duarte*  
Vice President Commercial Division

*Virginia • Maryland • Washington DC*  
*Commercial Concrete • Site Concrete • Retaining Wall Systems • Waterproofing • Excavation*  
*9284 Corporate Circle, Manassas VA 20110*  
*Telephone 703.257.2044 Fax 703.257.2045*



**MATTHEWS & PIERCE MASONRY, INC.**

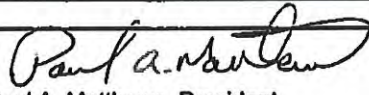
P.O. Box 60

White Plains, Maryland 20695

(301) 645-6534 (301) 843-7086

FAX (301) 893-2722

**CHANGE ORDER REQUEST**

<b>To:</b> Branch and Associates, Inc 607 Herndon Pkwy, Ste109 Herndon, VA 20170		<b>Job Name:</b> King George MS		<b>Date:</b> 3/19/2019
				<b>Change Order No.</b> MP 2 (revised #2)
<b>ATTN:</b> Nathan				
We submit the following cost proposal and itemized breakdown for additional masonry work as described below:				
RFP #04 softball dugouts - revised to 24ft length, no closet				
<b>Qty</b>	<b>Materials</b>	<b>Unit \$</b>	<b>Total \$</b>	<b>Extension \$</b>
730	8" cmu	\$1.45	1,058.50	
2	cuyds grout	\$139.00	278.00	
40	anc bolts	\$3.00	120.00	
500	lf wire reinf	\$0.35	175.00	
23	bags mortar	\$13.00	299.00	
4	tons sand	\$29.00	116.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
<b>Subtotal Material</b>			<b>\$2,046.50</b>	
<b>6% MD Sales Tax</b>			<b>\$122.79</b>	
<b>Total Materials</b>				<b>\$2,169.29</b>
<b>Qty</b>	<b>Labor</b>	<b>Unit \$/hr</b>		<b>Extension \$</b>
48	Bricklayer hrs	\$26.00	1,248.00	
48	Laborer hrs	\$17.00	816.00	
12	Foreman hrs	\$32.00	384.00	
12	Operator hrs	\$21.00	252.00	
12	Scaffold hrs	\$19.00	228.00	
<b>Subtotal Labor</b>			<b>2,928.00</b>	
<b>Labor Burden</b>			<b>39%</b>	<b>1,141.92</b>
<b>Total Labor</b>				<b>\$4,069.92</b>
<b>Equipment: Forklift</b>			<b>5%</b>	<b>\$311.96</b>
<del>Office &amp; Field Overhead</del>			<del>10%</del>	<del>\$655.12</del>
<b>Profit</b>			<b>10%</b>	<b>\$720.63</b>
				<del>\$7,926.92</del> (\$7,271.80)
<b>Sub-Total Cost Proposal</b>				
<b>Additional Information:</b>				
Credit - owner furnished block = 500 pcs = (930.00)				
<b>Total c/o request = \$6,341.80</b> (\$6,341.80)				
<b>Schedule Impact - Add days</b>		 Paul A. Matthews, President		



24-Apr-19

## Revised Change Order # 001

**Branch & Associates, Inc.**  
607 Herndon Parkway, Suite 108  
Herndon, VA 20170

**Attention:** Nathan Antalis- Project Manager

**Re:** King George Middle School  
8246 Dahlgren Road  
King George, VA. 22485

**PCO 010**

**Work Order:**

**RFI:**

**Ticket:**

**CDD:**

We are submitting additional cost proposals for change order work, based on changes to Merc Construction, Inc. original contract documents and scope of work. We are providing labor, material and necessary equipment to complete this work per schedule.

### Price Breakdown:

Provide labor and material to install 2" x 6" wood rafter, 5/8" exterior plywood deck, 2" x 8" beam, 2" x 4" wood studs, 1/2" plywood panel siding and 2" x 8" wd plate at [2] Dougout per the owner sketches. [ CMU walls, aluminum Flashing and asphalt shingles by others ]

Labor:	Men	Hrs.	U. Price	Totals
Carpenters	4.00	32.00	\$ 45.00	\$ 5,760.00
Materials:	Qty	Unit	U. Price	
2" x 6" wood rafters	380	LF	\$ 1.75	\$ 665.00
2" x 8" PT wood studs	420	LF	\$ 1.25	\$ 525.00
2" x 4" PT wood studs	240	LF	\$ 0.65	\$ 156.00
5/8" CDX PT Plywood 4' x 8"	600	SF	\$ 1.350	\$ 810.00
1/2" Plywood Siding panels	192	SF	\$ 1.45	\$ 278.40
Fastener and delivery	1	EA	\$ 345.00	\$ 345.00
				\$ -

Subtotal Is.....	\$ 8,539.40
Overhead 10%	\$ 853.94
Profit 5%	\$ 426.97
<b>Total Change Order Is.....</b>	<b>\$ -9,820.31 (\$9,393.34)</b>

Authorized Signature:

Date: 4/24/2019

Name & Title of Person Signing:

Please review this information and feel free to call me with any questions.

Submitted by,

Ricardo Mercado / Project Manager





## Nathan Antalis

---

**From:** Ray Rose <ray@archmet.net>  
**Sent:** Tuesday, October 30, 2018 1:17 PM  
**To:** Nathan Antalis  
**Subject:** King George M S

Good afternoon Nathan,

RE: CE #12 – RFP 003 – Softball Dugouts

Please consider this our proposal for two Dugouts ~~\$6,900.00~~ **\$6,210.00**

Thanks,  
Ray Rose



401 Prince George's Blvd, Suite J  
Upper Marlboro, MD 20774  
Phone: (301) 383-1680 Fax: (301) 383-1701  
info@archmet.net





SURVEYORS • PLANNERS • ENGINEERING SUPPORT  
ENVIRONMENTAL SERVICES  
CONSTRUCTION STAKEOUT

23610 Bayside Rd.  
Leonardtown, Maryland 20650  
Phone: (301) 475-9000  
Fax: (301) 475-0363

October 19, 2018

Branch & Associates

Attn: Nathan Antalis  
Re: King George Middle School - PCO #1 Dugouts

The following costs are for layout for two dugouts per the attached sketch provided by Branch & Associates. Pricing includes layout of the corners and brick points for two dugouts buildings. ~~(Max 2 trips)~~ (1 trip)

**Inclusions:**

Layout Dugouts

**Total:** \$ ~~2,200.00~~ \$1,100.00

**Assumptions/Notes:**

1. We assume unrestricted access to our work during our normal work hours.
2. We assume that jobsites will be in a reasonably workable state to perform prescribed duties.
3. We assume to have access to all electric engineer data. i.e. "DWG / DXF" drawings, will sign release form. All electronic files will be in coordinate format that was used in design to match existing control and proper coordinate system. If drawings are not on a coordinated system and control is not provided, Linear Surveys will provide costs for this addition service. Any additional costs paid by owner.
4. We assume no liability for contractor misinterpretation of layout.
5. We assume no liability for incorrect layout due to incorrect engineer data.
6. Any work not included in our scope will be billed as an extra. Drive time, office computation time, and crew time will be factored in, at \$115 per hour with a minimum of 8 hours. We will provide a lump sum price for each occurrence.
7. We assume that flagging, stake, or paint more than sufficient for Limit of Disturbance layout.

8. We assume all control coordinates and points provided by design engineer.
9. We assume to be reimbursed for contractor's error in scheduling ( If crew shows up onsite and contractor not ready for services scheduled prior to then contractor will reimburse Linear Surveys Inc. for four hours at \$115.00 per hour).
10. If as-built drawings are a part of this contract we assume that design engineer will sign release for our firm use their design files to create as built drawings. If unable to obtain signed release Linear Surveys will provide addition costs due to redesign of drawings for as-builts.
11. If cad drawings for this project were created by digitized drawings and there are no actual control/traverse points with known elevations an existing as-built could be required to set up a needed coordinate system to obtain proper location in layout. In this case a change in price will be made to this contract by Linear Surveys.
12. We assume that if not paid within 15 days after paid by owner, you agree to pay 10% per week on amount of invoice. You also agree that if not paid within 90 days of original invoice you will pay 10% per month on amount of invoice. If amount is referred to an attorney for any reason, you agree to pay all attorney fee, and court costs.
13. We assume permission to erect a small company sign onsite for duration of construction.
14. Linear Surveys will not certify to a plans correctness.
15. Linear Surveys will not be responsible for payment of any classes or specialty training associated with this project.
16. If we provide as-built drawings and there are comments requesting: Notice of Construction completion forms, SWM inventory sheets, Asset Summary reports, calculations for entities that were not installed per plan then it is the responsibility of the developer to provide calculations.
17. Client is responsible to obtain as-built storm water management performance data from the original design engineer, should it be required by the reviewing agency.
18. Linear Surveys expects to be notified upon completion of any pond/bio retention grading (if as-builts are in our contract) so that we may properly as-built bottoms and benches. If proper notice is not given and ponds fill with water it is contractors responsibility to pump out ponds.
19. Upon contractor's request to start conducting final as built field verification, Linear Surveys expects to have un restricted access to all ponds (no water in them to take topo of bottom), storm drain (not covered in rip rap), all manholes and inlets set to proposed grades. All water valves and hydrants set to proposed grades. Anything not able to be field verified due to not fully constructed will be billed at hourly rate of \$115.00 per hour with a 4 hour minimum charge.

**Total Price: ~~\$2,200.00~~ \$1,100.00**

**Authorized Signature of client:**

**Date:**



## BOARDS AND COMMISSIONS

Meeting: **February 4<sup>th</sup>, 2020**

The following appointments need to be made or will be coming up for appointment.

**BOARD OF ZONING APPEALS:** \*This is a recommendation not an appointment

<u>Name</u>	<u>District</u>	<u>Expires</u>	<u>Term</u>
Vacant	Shiloh		5
Vacant	At-Large	5/30/20	5

**LANDFILL ADVISORY COMMITTEE:**

<u>Name</u>	<u>District</u>	<u>Expires</u>	<u>Term</u>
Vacant	Dahlgren		4

**INFRASTRUCTURE ADVISORY COMMITTEE:**

<u>Name</u>	<u>District</u>	<u>Expires</u>	<u>Term</u>
Vacant	Dahlgren		1
Vacant	James Madison		

**CITIZEN BUDGET ADVISORY COMMITTEE:**

<u>Name</u>	<u>District</u>	<u>Expires</u>	<u>Term</u>
Vacant	Dahlgren		1
Vacant	James Monroe		