

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE MEETING  
AGENDA**

**January 12, 2016**

**6:00 p.m.**

**Loudoun County Government Center  
1 Harrison Street, S.E., Leesburg, VA  
Board Room**

**Committee Members:**

**Matthew Letourneau, Chair**

**Phyllis Randall - Tony Buffington - Ralph Buona - Koran Saines**

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*\*Proposed for Consent*

- 1. Monthly Department of Economic Development Report (Information)**  
Election District: Countywide  
Staff Contacts: Buddy Rizer, Economic Development
- 2. Overview of Economic Development Incentive Funds and Guidelines (Information)**  
Election District: Countywide  
Staff Contacts: Buddy Rizer, Economic Development
- 3. Procurement Overview (Information)**  
Election District: Countywide  
Staff Contacts: Cheryl Middleton, Finance and Procurement  
John Sandy, County Administration
- 4. \*CONTRACT RENEWAL/On Call Roadway Transportation Design Services (Action)**  
Election District: Countywide  
Staff Contacts: Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Mike Angel, Finance and Procurement
- 5. \*AWARD AUTHORITY INCREASE/On Call Geotechnical Engineering and Soil Scientists Services (Action)**  
Election District: Countywide  
Staff Contacts: Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Mike Angel, Finance and Procurement
- 6. \*Request for 1.07 FTE in the Department of Fire, Rescue and Emergency Management (Action)**  
Election District: Countywide  
Staff Contacts: W. Keith Brower, Jr., Chief, Fire, Rescue and Emergency Management

James Williams, Deputy Chief, Fire, Rescue and Emergency Management

Mary L. Maguire, Fire, Rescue and Emergency Management

- 7. Quarterly Report/Upcoming Contracts 3<sup>rd</sup> Quarter, FY 2016 (Information)**  
Election District: Countywide  
Staff Contacts: Cheryl Middleton, Finance and Procurement  
John Sandy, County Administration
- 8. Quarterly Report/Capital Improvement Projects 2<sup>nd</sup> Quarter, FY 2016 (Information)**  
Election District: Countywide  
Staff Contacts: Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Melissa Tello, Transportation and Capital Infrastructure
- 9. Affirmation of Personal Property Tax Rates for 2016 (Action)**  
Election District: Countywide  
Staff Contacts: Robert S. Wertz, Jr, Commissioner of Revenue
- 10. FY 2016 Capital Improvement Program Amendment/Use of Local Gasoline Tax Funding for Mooreview Parkway (Action)**  
Election District: Dulles  
Staff Contacts: Daniel Csizmar, Transportation and Capital Infrastructure  
Joe Kroboth, Transportation and Capital Infrastructure  
Erin McLellan, Management and Budget
- 11. Proposed Code of Ethics and Standards of Conduct**  
Election District: Countywide  
Staff Contacts: Leo Rogers, County Attorney
- 12. Monthly Report/Implementation of the Enterprise Resource Planning (ERP) System (Information)**  
Election District: Countywide  
Staff Contacts: John Sandy, County Administration  
Robert Middaugh, County Administration  
Wendy Wickens, Information Technology  
Penny Newquist, Finance and Procurement  
Vince Marchesano, Vivad Technologies, LLC
- 13. Closed Session**  
Va. Code §2.2-3711 (A) (7), to consult with legal counsel, staff members, or consultants regarding actual or probable litigation.  
  
Election District: Countywide  
Staff Contact: Leo Rogers, County Attorney

**Next Regular Meeting: February 11, 2016, 6:00 PM**

If you require a reasonable accommodation for any type of disability in order to participate in the Finance/Government Operations and Economic Development Committee Meeting, please contact the Office of the County Administrator at 703-777-0200/TTY-711. At least one business day of advance notice is requested; some accommodations may require more than one day of notice. FM Assistive Listening System is available at the meeting.

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE MEETING  
AGENDA SUMMARY**

**January 12, 2016**

**6:00 p.m.**

**Loudoun County Government Center  
1 Harrison Street, S.E., Leesburg, VA  
Board Room**

**Committee Members:**

**Matthew Letourneau, Chair**

**Phyllis Randall - Tony Buffington - Ralph Buona - Koran Saines**

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*\*Proposed for Consent*

**1. Monthly Department of Economic Development Report (Information)**

The Department of Economic Development's monthly statistical report shows leading economic indicators for Loudoun County and key department performance indicators. The director will also report on key economic development activities that have occurred since the May 2015 meeting.

Election District: Countywide

Staff Contacts: Buddy Rizer, Economic Development

**2. Overview of Economic Development Incentive Funds and Guidelines (Information)**

This item provides background information and a status report on the County's Economic Development Commercial Business Incentive and Agriculture and Forestry Industries Development (AFID) Funds along with their associated guidelines.

Election District: Countywide

Staff Contacts: Buddy Rizer, Economic Development

**3. Procurement Overview (Information)**

The Division of Procurement is responsible for the purchase of goods and services for all County departments. This item provides a high level overview of the competitive thresholds and the type of contract-related items that will be presented for approval to the Finance/Government Services and Operations Committee and the Board of Supervisors.

Election District: Countywide

Staff Contacts: John Sandy, County Administration

Cheryl Middleton, Finance and Procurement

**4. \*CONTRACT RENEWAL/On Call Roadway Transportation Design Services (Action)**

The Request for Proposal RFQ-72 was issued on September 11, 2014, for the On Call Roadway/Transportation Design Services. Upon evaluation of the proposals received, contracts were awarded to Dewberry Consultants, LLC, Wallace Montgomery & Associates, LLP, J2 Engineering, Inc., and ATCS, PLC in the estimated amount of \$4,000,000. Because of the volume of roadway and transportation projects in the County, the Board Supervisors

approved an award authority increase for a new contract total of \$6,000,000 on October 21, 2015. The County uses these contracts to provide professional engineering services to design projects required to maintain, improve, or expand the County's transportation infrastructure in support of the approved Capital Facilities Improvement Program. The current contract period ends on February 14, 2016. Staff recommends the Finance/Government Services and Operations Committee recommend to the Board of Supervisors that the Purchasing Agent be authorized to renew the contracts for the On Call Roadway/Transportation Design Service with Dewberry Consultants, LLC, Wallace Montgomery & Associates, LLP, J2 Engineers, Inc., and ATCS, PLC in the estimated amount of \$ 6,000,000. Funding for this contract would come from project appropriations in the Capital fund, the Department of Transportation & Capital Infrastructure's operational budget, and/or Proffer funds subject to appropriation by the Board. No additional appropriations are being requested for this contract award.

Election District: Countywide

Staff Contacts: Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Mike Angel, Finance and Procurement

**5. \*AWARD AUTHORITY INCREASE/On Call Geotechnical Engineering and Soil Scientists Services (Action)**

Request for Proposal No. 184 was issued on August 19, 2015 for the On Call Geotechnical Engineering and Soil Scientists Services. The County awarded a one-year with four one-year optional contract to GeoConcepts Engineering, Inc., ECS Mid-Atlantic, LLC and Triad Engineering, Inc. for \$450,000. Historically, this contract has been used to investigate site conditions and to verify material performance on County Capital Improvement Programs (CIP) building projects. With the addition of numerous road projects to the County CIP, the use of this contract is being expanded to include site investigations for road design. By using the On Call Geotechnical Engineering and Soil Scientist Services contract on road projects instead of subcontracting geotechnical services through the On Call Roadway Transportation Design Services contract, contract award authority is preserved in the On Call Roadway Transportation Design Services contract for road design. Ultimately, this arrangement helps streamline the time needed to design multiple road projects concurrently by maximizing the use of the On Call Roadway Transportation Design Services contract and reducing the number of road projects needing to go through the more time consuming Request for Proposal process to procure design services. Staff recommends that the Finance/Government Services and Operations Committee recommend to the Board of Supervisors that the Purchasing Agent be authorized to increase the award authority for the On Call Geotechnical Engineering and Soil Scientists Services contracts with GeoConcepts Engineering, Inc., ECS Mid-Atlantic, LLC and Triad Engineering, Inc. by \$1,050,000 for a new estimated amount of \$1,500,000.

Election District: Countywide

Staff Contacts: Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Mike Angel, Finance and Procurement

**6. \* Request for 1.07 FTE in the Department of Fire, Rescue and Emergency (Action)**

Staff proposes a FY 2016 mid-year enhancement totaling 1.07 FTE for one Management/Budget Analyst (1.07 FTE) in the Department of Fire, Rescue and Emergency Management. This mid-year enhancement request, which will cost an estimated \$52,065, requires no additional local tax funding. The estimated full year cost for FY 2017 is \$111,810 and will be funded through reductions in the Department operating budget.

Election District: Countywide

Staff Contacts: W. Keith Brower, Jr., Chief, Fire, Rescue and Emergency Management  
James Williams, Deputy Chief, Fire, Rescue and Emergency Management  
Mary L. Maguire, Fire, Rescue and Emergency Management

**7. Quarterly Report/Upcoming Contracts 3<sup>rd</sup> Quarter, FY 2016 (Information)**

Since 2009, staff has provided a report of upcoming projects to the Finance/Government Services and Operations Committee (FGSOC) on a quarterly basis at the Committee's request. This report provides information on projects that exceed \$1 million and/or contracts that affect service delivery and would require future action by the FGSOC and the Board of Supervisors (Board). This item is intended to provide advance notice of these major items to the Committee members and an opportunity to ask questions of staff and request specific information that they would like to see in the future action items. Attachment 1 provides information on contracts that will require action by the FGSOC during the third quarter of FY 2016. Attachment 2 provides information on contracts that are expected to require action by the FGSOC during the fourth quarter of FY 2016. These items will subsequently be forwarded to the full Board for final action.

Election District: Countywide

Staff Contacts: Cheryl Middleton, Finance and Procurement  
John Sandy, County Administration

**8. Quarterly Report/Capital Improvement Projects 2<sup>nd</sup> Quarter, FY 2016 (Information)**

The Finance/Government Services and Operations Committee has requested a quarterly update on key capital improvement projects which reports on the progress of various stages of pre-design, design, land acquisition and construction. This information item presents a quarterly report for the second quarter of FY 2016 and covers the months of October, November, and December 2015.

Election District: Countywide

Staff Contacts: Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Melissa Tello, Transportation and Capital Infrastructure

**9. Affirmation of Personal Property Tax Rates for 2016 (Action)**

As part of the FY17 budget process, the Board of Supervisors (Board) will establish the personal property tax rates for tax year 2016. However, since most personal property taxes are due May 5, the Board needs to consider personal property tax rates before the adoption of the real property tax rate and appropriations at the beginning of April. Should the Board wish to change Loudoun's personal property tax rate on the general class of property or establish

alternative personal property tax rates on any of the classes of property listed in § 58.1-3506, the Board will want to direct the County Administrator, as part of the FY17 budget process, to advertise a maximum proposed rate for each separate class of property for tax year 2016. The rates would then be advertised with all the maximum proposed CY2016 property tax rates in early February 2016. As such, it is recommended personal property tax rates be affirmed at the Board's regular business meeting on January 21, 2016. Although personal property tax rates can be set as late as the Board's first business meeting in March of 2016, such a delay in the adoption of the rates would have a negative impact on the 2016 first half billing process.

Election District: Countywide

Staff Contacts: Robert S. Wertz, Jr, Commissioner of Revenue  
H. Roger Zurn, Jr., Treasurer  
Doug Kinney, Management and Budget

**10. FY 2016 Capital Improvement Program Amendment/Use of Local Gasoline Tax Funding for Mooreview Parkway (Action)**

This item requests an amendment to the FY 2016 Capital Improvement Programs (CIP) and budget to transfer \$1,800,000 from the Transportation District Fund in local gasoline tax funding to the Capital Fund to fund the Mooreview Parkway (\$1,800,000) capital project. The additional funding being requested in this item is required to relocate a gas line that interferes with development of the Mooreview Parkway project, between Croson Lane and Old Ryan Road.

Election District: Dulles

Staff Contacts: Daniel Csizmar, Transportation and Capital Infrastructure  
Joe Kroboth, Transportation and Capital Infrastructure  
Erin McLellan, Management and Budget

**11. Proposed Code of Ethics and Standards of Conduct**

At the January 6, 2016 Business Meeting, the Board of Supervisors voted unanimously (9-0) to forward the proposed Code of Ethics and Standards of Conduct policy as part of their inaugural Organizational Matters item to their January 12, 2016 Finance/Government Operations and Economic Development Committee (FGOEDC) Meeting for further deliberations and potential recommendation to the Board.

Election District: Countywide

Staff Contacts: Leo Rogers, County Attorney

**12. Monthly Report/Implementation of the Enterprise Resource Planning (ERP) System (Information)**

The Loudoun County Government and Loudoun County Public Schools began implementation of a new ERP System in January 2012. On December 4, 2013, the Board of Supervisors appropriated additional funds to complete implementation of all three phases of the System. In addition, the Board of Supervisors requested that staff provide monthly status reports based on cost, schedule, and technical milestones with associated variances. No additional funds are requested for the month of January. All ERP Implementation Funds have been released.

Election District: Countywide

Finance/Government Operations and Economic Development Committee

Staff Contacts: John Sandy, County Administration  
Robert Middaugh, County Administration  
Wendy Wickens, Information Technology  
Penny Newquist, Finance and Procurement  
Vince Marchesano, Vivad Technologies, LLC

**13. Closed Session**

Va. Code §2.2-3711 (A) (7), to consult with legal counsel, staff members, or consultants regarding actual or probable litigation.

Election District: Countywide

Staff Contact: Leo Rogers, County Attorney

**Next Regular Meeting: February 11, 2016, 6:00 PM**

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**Date of Meeting:** January 12, 2016

**# 1**

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
INFORMATION ITEM**

**SUBJECT:** Monthly Department of Economic Development Report

**ELECTION DISTRICT:** Countywide

**STAFF CONTACT:** Buddy Rizer, Executive Director, Department of Economic Development

**PURPOSE:** The purpose of this item is for the Department of Economic Development (DED) to report on leading economic indicators, key performance indicators, and DED initiatives.

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**BACKGROUND:** Each month, DED submits a report which shows leading economic indicators and key performance indicators. At the meeting, staff will also provide a verbal briefing to supplement this written information.

**ISSUES:** There are no issues associated with this item.

**FISCAL IMPACT:** There is no fiscal impact associated with this item.

**ATTACHMENTS:**

November FY 2016 Monthly Statistical Report

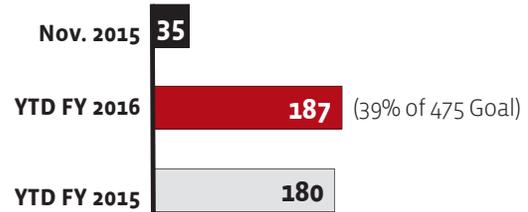


### Investment

FY16 Wins	20
Estimated Investment by Wins	\$307 M
Jobs Created/Retained by Wins	557



### Visits to Existing Businesses

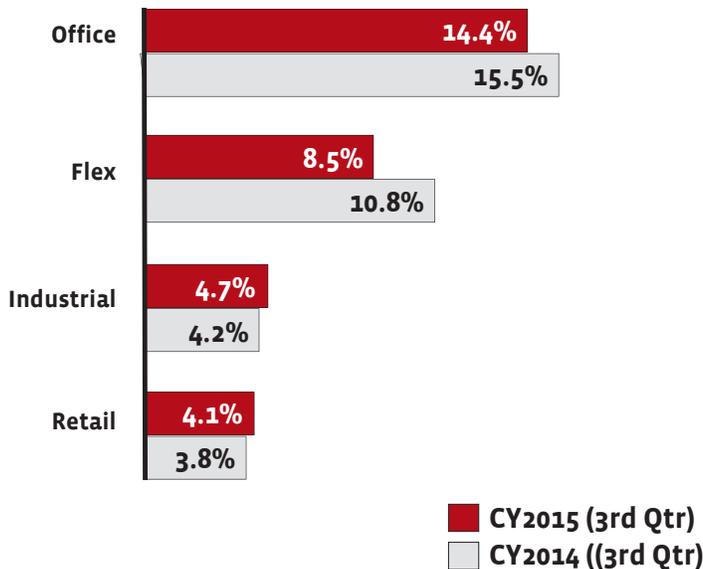


### Internet Activity

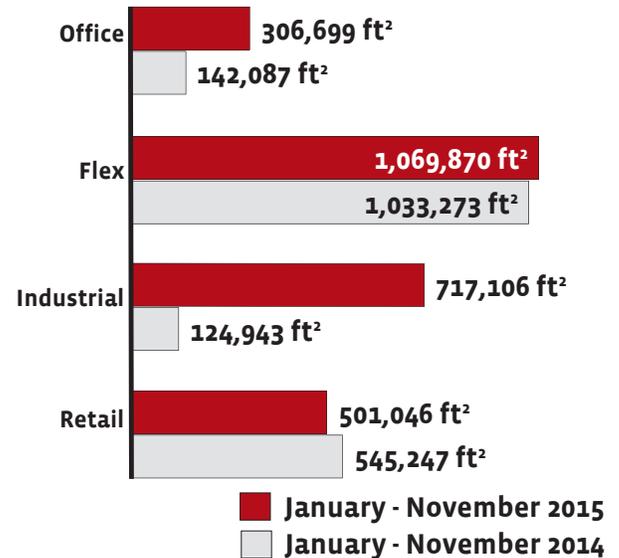
Website Visits FY16 (DED)	16,979	DED Facebook Subscribers	7,018
FY16 Goal	37,000	Loudoun Farms Facebook Subscribers	9,805
FY16 Goal Attainment	34.0%	DED Twitter Followers	4,476
Website Visits FY16 (Loudoun Farms)	28,201	Loudoun Farms Twitter Followers	2,818
FY16 Goal	50,000	Loudoun Small Biz Twitter Followers	2,493
FY16 Goal Attainment	56.4%	DED LinkedIn Subscribers	684



### Commercial Vacancy Rates



### Commercial Building Permits



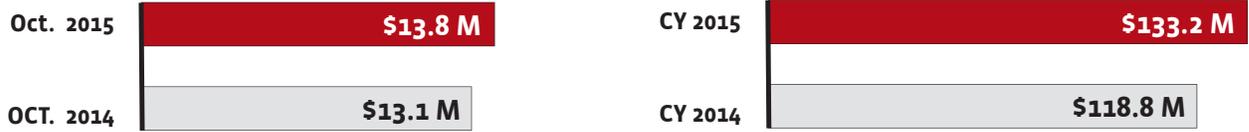
Source: Costar; Loudoun County Dept. Bldg. and Dev.

Note: FY16 = July 1, 2015 to June 30, 2016

[biz.loudoun.gov](http://biz.loudoun.gov)



## Hotel Revenue



Source: Visit Loudoun



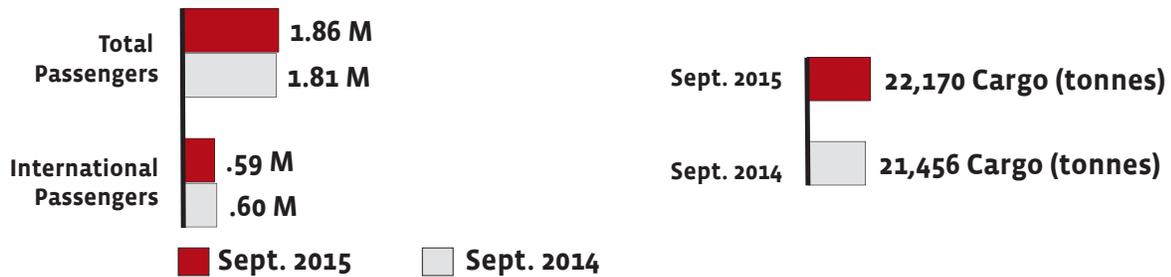
## Retail Sales



Source: Virginia Dept. Taxation



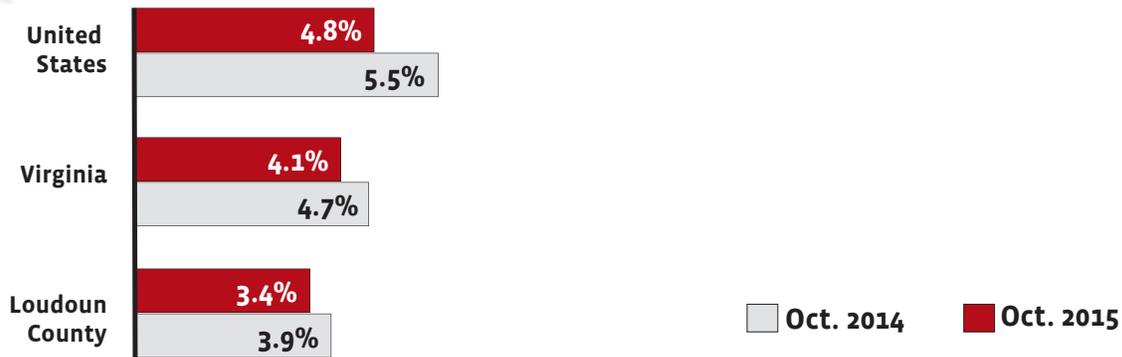
## Dulles International Airport



Source: Metropolitan Washington Airports Authority



## Unemployment Rates



Source: Virginia Employment Commission

Date of Meeting: January 12, 2016

# 2

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE  
INFORMATION ITEM**

**SUBJECT:** **Overview of Economic Development Incentive Funds and Guidelines**

**ELECTION DISTRICT:** Countywide

**STAFF CONTACT:** Buddy Rizer, Executive Director, Department of Economic Development

**PURPOSE:** The purpose of this item is to provide the Board of Supervisors (Board) with background information and a status report on the County's Economic Development Commercial Business Incentive and Agriculture and Forestry Industries Development (AFID) Funds along with their associated guidelines.

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**BACKGROUND:**

**Economic Development Commercial Business Incentive Fund and Guidelines**

On June 5, 2013 the Board approved Economic Development Commercial Business Incentive Guidelines (Attachment 1). The goals of the guidelines are to:

- Support the attraction and expansion of businesses in Loudoun County's targeted sectors.
- Attract high paying jobs to employ the County's educated workforce.
- Attract significant private sector investments to grow the County's commercial tax base, particularly in the defined target areas of the Route 28 and Metrorail Service Districts.
- Provide the required local match in order to leverage economic development incentives provided by the State of Virginia to companies in Loudoun's targeted sectors.
- Provide a return on the County's investment through property and other direct business related taxes which "pay-back" the County's investment within a three year period (five year period if the local match includes public infrastructure).
- Ensure corporate accountability for the incentives through a contract establishing performance goals and "claw back" provisions, which would require repayment of the grant if performance goals were not met.

The Board of Supervisors initially appropriated \$500,000 in FY 2014 from the FY 2013 fund balance for the Economic Development Commercial Business Incentives Fund. The Board further agreed to consider funding for business incentives annually, as part of the year-end allocation of fund balance.

In July of 2014, the Board approved amendments to the existing Commercial Business Incentive Guidelines to include: 1) criteria, guidelines, and incentives for a new section "Retention of

Companies within Loudoun”, 2) the use of cash incentives, to the extent authorized by law, to the existing sections “Virginia Companies Relocating to or Expanding in Loudoun County” and “Loudoun Companies Expanding Within Loudoun”, 3) flexibility in the number of years to produce the revenue equal to the match amount for business expansion projects, and 4) non-substantive refinements to the business incentive guidelines. In December of 2014, the Board further amended the existing guidelines to allow the use of cash appropriations, to the extent authorized by law, to the existing section “Companies Moving to or Expanding in Loudoun County, Virginia” that does not require a match to the Governor’s Commonwealth Opportunity Fund (COF). For ease of reference, staff has included a comparative table to the Commercial Business Incentive Guidelines to allow for side-by-side comparison (Attachment 2).

In summary, the criteria for incentives under each scenario are tied to job and investment thresholds and the County must be competing with another state or local Virginia jurisdiction for the company’s final location decision. Companies must also be within the County’s targeted industries or clusters. Projects that qualify for the incentives under the guidelines will be qualified for the County’s “Fast Track” program and all incentive scenarios could include public infrastructure improvements, fee waivers, and a cash grant in that order of preference. For two scenarios, Virginia companies looking to relocate or expand into Loudoun County and existing Loudoun companies seeking expansion within the County, local incentives are tied to a match with the Virginia Economic Development Partnership’s Virginia Jobs Investment Program (VJIP). The VJIP provides services and funding to companies creating new jobs or experiencing technological change.

The Department of Economic Development (DED) manages the economic development incentives process, which includes providing recommendations to the Board of Supervisors on potential incentive projects, conducting Return on Investment (ROI) projections, and monitoring companies’ compliance with incentive agreements.

The ability to calculate a project’s ROI is essential to judging the merit of any incentive request. For each scenario, the amount of an incentive given must demonstrate an ROI within three to five years, depending on the scenario and type of incentive provided. Stated another way, the ROI model should demonstrate that the amount of the County’s incentive granted over the three to five year time period will be paid back through the company’s contribution of new real estate and personal property taxes. The company’s investment, including construction and upfit of a building and the purchase of office, manufacturing or other equipment including computers and servers, impacts the County’s General Property Taxes.<sup>1</sup>

To date the fund has provided two incentives. In February of 2014 the Board approved a public infrastructure improvement COF in-kind grant match for the retention and expansion of Telos in the amount of \$500,000. The improvement was for the construction of a segment of Russell Branch Parkway, adjacent to Telos, between Ashburn Road and Ashburn Village Boulevard. Because no

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<sup>1</sup> For the retention of companies within Loudoun County, the guidelines specify additional criteria and the ROI takes into account lost revenue over three years should the company relocate elsewhere. See Attachment 2 for additional information.

local money was given to the company, this deal did not impact the incentive fund. The Board also approved in January of 2015 a COF grant match in the amount of \$450,000 in the form of fee waivers and cash for the planned construction of a K2M Group Holdings, Inc. (K2M) new headquarters facility in the Oaklawn development located in the Town of Leesburg<sup>2</sup>.

### **Agriculture and Forestry Industries Development Fund**

At their June 5, 2013 meeting when the Economic Development Commercial Business Incentive Guidelines were approved, the Board also directed staff to develop guidelines for matching grants to agricultural businesses under the State's AFID Fund program.

To support local efforts in attracting new and expanding agriculture and forestry processing/value-added facilities using Virginia-grown products, the Governor's AFID Fund allows the Governor to make discretionary grants to political subdivisions of the Commonwealth that can be used for designated project purposes. The maximum grant request under AFID is \$250,000. AFID guidelines dictate that the company must use the funds on the following: public and private utility extension or capacity development on and off site; public and private installation, extension, or capacity development of high-speed or broadband Internet access, whether on or off site; road, rail, or other transportation access costs beyond the funding capability of existing programs; site acquisition; grading, drainage, paving, and any other activity required to prepare a site for construction; construction or build-out of publicly or privately owned buildings; and, training. By providing the funding critical to the success of these projects, the state is helping these businesses create new product markets for Virginia's working lands, and new opportunities to those who derive value from them. The AFID program facilitates an increase in high-value agricultural production by requiring a minimum 30 percent of the agricultural or forestry products to which the facility is adding value either be grown or produced within the Commonwealth of Virginia in normal years.

In determining grant awards, the State Secretary of Agriculture and Forestry will consider the following criteria: (i) amount of jobs expected to be created, (ii) anticipated amount of private capital investment, (iii) anticipated additional state tax revenue expected to accrue to the state and affected localities as a result of the capital investment and jobs created, (iv) anticipated amount of Virginia-grown agricultural and forestal products used by the project, (v) projected impact on agricultural and forestal producers, (vi) a return on investment analysis, (vii) an analysis of the impact on competing businesses already located in the area and (viii) other factors deemed appropriate by the Secretary of Agriculture.

AFID is similar to the COF in that it requires a local match and considers job creation, investment and tax generation in determining the amount and eligibility for the AFID grant. However, the COF requires the project to be a competitive project with another jurisdiction. AFID has no similar requirement.

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<sup>2</sup> The Town of Leesburg also provided fee waivers for development applications and permits along with matching funds in the amount of \$150,000 towards the Virginia Department of Transportation's Economic Development Access Program.

In October 2013 the Board of Supervisors approved Economic Development Business Incentive Guidelines for the Agriculture and Forestry Industries Development Fund (Attachment 3) with an initial appropriation of \$100,000 from FY 2013 fund balance. The Board also approved the consideration of additional monies for the fund as part of the regular year-end fund balance decision-making process.

As with the Commercial Business Incentive Fund, DED also manages the AFID Fund process. Upon receipt of a formal request from a company, DED will review the capital investment, new job creation (both full-time and part-time/seasonal), and the dollar value and volume of Virginia grown agricultural and forest products that the project will purchase. Department staff will then forward information to the Virginia Department of Agriculture and Consumer Services (VDACS) for a preliminary qualifying amount. VDACS will then ask the Governor to approve the total package prior to presenting the package to the company. If the company decides to make the investment in Loudoun, once an announcement is made, staff will request the Board's consideration for approval of a matching grant.

Since the announcement of available funds through the AFID Fund, the Board in July of 2015 approved one AFID Fund grant match in the amount of \$40,000 in fee waivers and cash grant for the expansion of Black Hops Farm, LLC. The grant assisted with the construction of an on-farm, state-of-the-art hops processing (drying and pelletizing) facility in western Loudoun County.

**ISSUES:** For commercial business incentives, staff has identified additional potential options for business attraction and retention that offer financial and regulatory incentives. These options include establishment of a business license incentive program for businesses that locate in the County for the first time; creation of a local technology zone; and establishment of a development taxation program for the technology zone. The business license incentive program would allow the County to grant qualifying new businesses relief from business license taxes for a period of two years. Creation of a local technology zone would allow the County to offer incentives such as reduced permit fees and user fees, reduced gross receipts taxes, and various forms of regulatory flexibility (e.g., special zoning, exemption from certain ordinances, etc.) for up to ten years. In addition, if the County established a development taxation program for the technology zone, a specified portion of the real estate tax revenue from the technology zone could be granted to the Economic Development Authority to support economic development efforts within the zone. The Board may want to consider whether these options would be beneficial to the County and whether additional research and consideration by staff and legal counsel is warranted.

**FISCAL IMPACT:** In FY 2014, \$500,000 was set aside for Economic Development Commercial Business Incentive Funds, of which \$340,000 in cash grant was encumbered for K2M. In January of 2015, the Board allocated unassigned FY 2014 fund balance in the amount of \$950,000 to current incentive fund balance; thereby increasing the set aside for funds up to \$1,110,000 to accommodate recent activity and potential business retention and expansion projects that meet the proposed amended guideline criteria.

In FY 2014, \$100,000 was set aside for the Economic Development AFID Fund. In January of 2015, the Board allocated unassigned FY 2014 fund balance in the amount of \$100,000 to the current incentive fund balance, thereby increasing the set aside for funds up to \$200,000. Of the total, \$39,700 in cash grant was encumbered for Black Hops Farm, LLC.

Cash funds used for a company incentive are transferred to the Economic Development Authority (EDA) for disbursement and Performance Agreements are executed between Loudoun County, the EDA, the State (if applicable) and the company. The Performance Agreements typically include performance targets, disbursement instructions, a description and use of funds, reporting requirements and clawback provisions. In the case of matching grants under the AFID Fund, Performance Agreements would also commit the company to certain performance standards for the dollar value and volume of Virginia grown agricultural and forest products that the project purchases.

**ATTACHMENTS:**

1. Loudoun County, Virginia Commercial Business Incentive Guidelines
2. Incentive Guidelines Table
3. Economic Development Business Incentive Guidelines for the Governor's AFID Fund

**LOUDOUN COUNTY, VIRGINIA  
COMMERCIAL BUSINESS INCENTIVE GUIDELINES**

Targeted Industries

At the discretion of the Loudoun County Board of Supervisors, qualified businesses that are relocating to or expanding within Loudoun County, Virginia may be offered incentives outlined in these guidelines. Incentives will be limited to U.S. or international companies in these industries:

- Information, Communications and Technology
- Aerospace
- Airport-Related/Air Cargo
- Federal Government Contracting
- Life Sciences
- Advanced Manufacturing
- Energy/Green Technologies
- Destination Retail

**Companies Moving to or Expanding in Loudoun County, Virginia**

Loudoun County may elect to match the Virginia Governor’s Development Opportunity Fund or provide cash appropriations as authorized by Virginia Code § 15.2- 953 or other applicable law.

Minimum Requirements

- The company must create a minimum of 50 new jobs, each of which pay at least 100 percent of the county’s median wage.
- The company must make a minimum \$5 million investment in buildings, land and equipment.
- Virginia must be competing with another state for the company’s final location decision;
- The company must be in one of the targeted industries listed above.

Incentive Guidelines

- Companies that meet the minimum requirements will, at the Board of Supervisors’ discretion, be approved for Loudoun County’s Fast Track commercial development process.
- If the county chooses to provide a match to the Governor’s Opportunity Fund with fee waivers and/or cash, then the new real estate and personal property taxes that will be paid to the county by the company over the three years following the incentive award must at a minimum be equal to the amount of the county match.

- If the county match includes public infrastructure improvements, then the new real estate and personal property taxes that will be paid to the county by the company over the five years following the incentive award must at a minimum be equal to the amount of the county match.

The types of incentives available to businesses moving to or expanding in Loudoun County will be limited to:

1. Public infrastructure improvements, such as roads, sidewalks, parking facilities, etc.
2. Waiving commercial development processing fees.
3. Cash appropriations as authorized by Virginia Code § 15.2-953 or other applicable law.

### **Virginia Companies Relocating to or Expanding in Loudoun County**

#### Minimum Requirements

- The company must create a minimum of 50 new jobs, each of which pay at least 100 percent of the county's median wage. The company must make a minimum \$5 million investment in buildings, land and equipment.
- The company must receive a Virginia Jobs Investment Program grant.
- Loudoun County must be competing with another jurisdiction for the company's final location decision.
- The company must be in one of Loudoun County's targeted business industries.

#### Incentive Guidelines

- Companies that meet the minimum requirements will, at the Board of Supervisors' discretion, be approved for the county's Fast Track commercial development process.
- If the county chooses to provide a match to the Virginia Jobs Investment Program with fee waivers and/or cash, then the new real estate and personal property taxes that will be paid to the county by the company over the three years following the incentive award must at a minimum be equal to the amount of the county match.
- If the county match includes public infrastructure improvements, then the new real estate and personal property taxes that will be paid to the county by the company over the five years following the incentive award must at a minimum be equal to the amount of the county match.

The types of incentives available to Virginia companies relocating to or expanding in Loudoun County will be limited to:

1. Waiving commercial development processing fees.
2. Public infrastructure improvements, such as roads, sidewalks, parking facilities, etc.
3. A match of the Virginia Jobs Investment Program grant.
4. Cash appropriations as authorized by Virginia Code § 15.2-953 or other applicable law.

**Loudoun Companies Expanding Within Loudoun County**

Minimum Requirements

- The company must create a minimum of 25 new jobs.
- The company must make a minimum \$2.5 million investment in buildings, land and equipment.
- The company must receive a Virginia Jobs Investment Program grant.
- Loudoun County must be competing with another jurisdiction for the company’s final location decision.
- The company must be in one of Loudoun’s targeted business industries.

Incentive Guidelines

- Companies that meet the minimum requirements will, at the Board of Supervisors’ discretion, be approved for the county’s Fast Track commercial development process.
- If the county chooses to provide a match to the Virginia Jobs Investment Program with fee waivers and/or cash, then the new real estate and personal property taxes that will be paid to the county by the company over three to ~~five~~<sup>1</sup> years following the incentive award must at a minimum be equal to the amount of the county match.
- If the county match includes public infrastructure improvements, then the new real estate and personal property taxes that will be paid to the county by the company over the five years following the incentive award must at a minimum be equal to the amount of the county match.

The types of incentives available to companies expanding within Loudoun County will be limited to:

1. Waiving commercial development processing fees.
2. Public infrastructure improvements, such as roads, sidewalks, parking facilities, etc.
3. A match of the Virginia Jobs Investment Program grant.
4. Cash appropriations as authorized by Virginia Code § 15.2-953 or other applicable law.

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<sup>1</sup> Number of years to be determined on a case-by-case basis dependent upon economic and ROI analysis.

## **Retention of Companies within Loudoun**

### Minimum Requirements

- Company must maintain a minimum of 100% of current full-time jobs over the next five years.
- Company must make at least a \$1,000,000 investment in the County to occur over the ROI period of no more than three years.
- Company must commit to remain in the County for an additional five years and for leased locations, the business must sign a written lease for a period of no less than the five-year period.
- Company must demonstrate that the incentive is a "material factor" remaining in Loudoun; applicants must not have signed a lease, entered into a purchase contract, or otherwise committed to a site in Loudoun prior to receiving incentive approval.
- Company must certify that it is not currently involved in any merger or acquisition which would alter the nature of the corporation for the next 12 months.
- Loudoun County must be competing with another jurisdiction for the company's final location decision.

### Incentive Guideline

- The project will yield a positive benefit to the County with an ROI of no more than 3 years.

The types of incentives available to companies expanding within Loudoun County will be limited to:

1. Waiving commercial development processing fees, if applicable.
2. Public infrastructure improvements, such as roads, sidewalks, parking facilities, etc.
3. Cash appropriations as authorized by Virginia Code § 15.2-953 or other applicable law.

Amended December 3, 2014

Incentive Guidelines Table

Scenario	Businesses Moving to or Expanding in Loudoun County, Virginia	Virginia Companies Relocating to or Expanding in Loudoun County	Loudoun Companies Expanding Within Loudoun County	Retention of Companies Within Loudoun
<b>Match</b>				
	May elect to match the Virginia Commonwealth Opportunity Fund	Must receive a Virginia Jobs Investment Program grant	Virginia Jobs Investment Program	None
<b>Minimum Requirements</b>				
Job Requirement	50 new jobs which pay at least 100% of the county's medium wage.	50 new jobs which pay at least 100% of the county's medium wage.	25 new jobs	Maintain a minimum 100% of current full-time jobs over the next five years
Investment	\$5 million investment in buildings, land and equipment	\$5 million investment in buildings, land and equipment	\$2.5 million investment in buildings, land and equipment	\$1,000,000 investment in the County to occur over the ROI period of no more than three years
Competition	Virginia must be competing with another state for final decision	Loudoun County must be competing with another Virginia jurisdiction for the company's final location decision.	Loudoun County must be competing with another jurisdiction for the company's final location decision.	Loudoun County must be competing with another jurisdiction for the company's final location decision.
Targeted Industry	Must be in targeted industries	Must be in targeted industries	Must be in targeted industries	Must be in targeted industries
Commitment to Stay in Loudoun	N/A	N/A	N/A	Commit to remain in the County for an <b>additional five years</b> and for leased locations, the business must sign a written lease for a period of no less than the <b>five-year period</b> .
Material Factor of Incentive Award	N/A	N/A	N/A	Demonstrate incentive is a "material factor" remaining in Loudoun; applicants must not have signed a lease, entered into a purchase contract, or otherwise committed to a site in Loudoun prior to receiving incentive approval
State of company	N/A	N/A	N/A	Company certifies that it is not currently involved in any merger or acquisition which would alter the nature of the corporation for the <b>next 12 months</b> .
<b>Incentive Guidelines</b>				
Process	At BOS's discretion, can be approved for Fast Track process	At BOS's discretion, can be approved for Fast Track process	At BOS's discretion, can be approved for Fast Track process	N/A

Cash	New real estate and personal property taxes paid to the county by the company over the <b>three years</b> following the incentive award must at a minimum be equal to the amount of the county match.	New real estate and personal property taxes paid to the county by the company over the <b>three years</b> following the incentive award must at a minimum be equal to the amount of the county match.	New real estate and personal property taxes paid to the county by the company over <b>three to five years</b> following the incentive award must at a minimum be equal to the amount of the county match. <sup>1</sup>	Project will yield a positive benefit to the County, taking into account lost revenue, with an ROI of <b>no more than three years</b> .
Fee Waivers	New real estate and personal property taxes paid to the county by the company over the <b>three years</b> following the incentive award must at a minimum be equal to the amount of the county match.	New real estate and personal property taxes paid to the county by the company over the <b>three years</b> following the incentive award must at a minimum be equal to the amount of the county match.	New real estate and personal property taxes paid to the county by the company over <b>three to five years</b> following the incentive award must at a minimum be equal to the amount of the county match. <sup>2</sup>	The project will yield a positive benefit to the County, taking into account lost revenue, with an ROI of <b>no more than three years</b> .
Infrastructure Improvements	New real estate and personal property taxes that will be paid to the county over the <b>five years</b> following the incentive award must at a minimum be equal to the amount of the county match.	New real estate and personal property taxes that will be paid to the county over the <b>five years</b> following the incentive award must at a minimum be equal to the amount of the county match.	New real estate and personal property taxes that will be paid to the county over the <b>five years</b> following the incentive award must at a minimum be equal to the amount of the county match.	The project will yield a positive benefit to the County, taking into account lost revenue, with an ROI of <b>no more than three years</b> .
<b>Incentive Type</b>				
Public Infrastructure Improvements	Allowed	Allowed	Allowed	Allowed
Waving processing fees	Allowed	Allowed	Allowed	Allowed
Cash*	Allowed	Allowed	Allowed	Allowed
Virginia Jobs Investment Program grant match	N/A	Allowed	Allowed	

\* Cash appropriations, as authorized by Virginia Code § 15.2-953 or other applicable law, are distributed through the Loudoun County Economic Development Authority

<sup>1</sup> Number of years to be determined on a case-by-case basis dependent upon economic and ROI analysis

<sup>2</sup> Number of years to be determined on a case-by-case basis dependent upon economic and ROI analysis

**Economic Development Business Incentive Guidelines for the Governor's  
Agriculture and Forestry Industries Development Fund**

1. Match AFID if the company aligns with one of the Rural Economy Business Development Strategy recommendations.
2. If Fee Waiver and/or Cash is involved, real and personal property taxes should “payback” the County in three (3) years.
3. If public infrastructure improvements are involved, real and personal property taxes should “payback” the County in five (5) years.
4. Sources of County Match (in priority order).
  - Public Infrastructure (road and/or other public infrastructure improvement)
  - Fee Waiver
  - Cash (payment to company would have to be made through the EDA)

Date of Meeting: January 12, 2016

# 3

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS AND ECONOMIC DEVELOPMENT  
COMMITTEE  
INFORMATION ITEM**

**SUBJECT:** Procurement Overview

**ELECTION DISTRICT:** Countywide

**STAFF CONTACTS:** Cheryl L. Middleton, Finance and Procurement  
John Sandy, County Administration

**PURPOSE:** To provide a high level overview of competitive thresholds and the type of contract-related items that will be presented for approval.

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**BACKGROUND:** The mission of the Division of Procurement is to achieve the economical, efficient, and effective acquisition of goods and services in accordance with the Virginia Public Procurement Act (VPPA) and ensure contract awards are made in a fair and impartial manner with avoidance of even the appearance of impropriety, while giving all qualified vendors access to the County's business. The VPPA governs public contracting in Virginia. The VPPA authorizes public bodies to fashion certain details of how to carry out the provisions of the Act. In addition, the Board of Supervisors adopted the Procurement Resolution on June 11, 2011 which incorporates these details and provisions. While the Procurement Resolution follows the principals of the VPPA, it serves as a comprehensive end user guide and cites several sections of the VPPA while also providing more detailed procedures on day-to-day Procurement functions.

Highlights of the Procurement Resolution:

1. Contracting Authority

- a. The County Administrator or designated Purchasing Agent has the authority to award, renew, and amend contracts up to \$500,000, without approval by the Finance/Government Operations and Economic Development Committee (FGOED) or the Board of Supervisors (Board). The competitive requirements are as follows:
  - i. Purchases up to \$5,000 require only one (1) written quote.
  - ii. Purchases over \$5,000 but up to \$30,000 require at least three (3) written quotes.



4. Methods of Procurement:

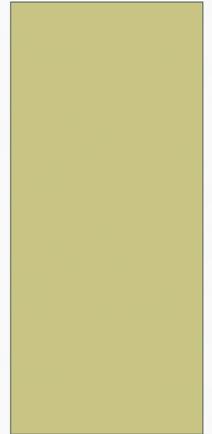
- a. Invitation for Bid (IFB) - award to the lowest responsive and responsible bidder. Also referred to as competitive sealed bidding.
- b. Request for Proposal (RFP) - award to the “best proposal” with cost not being the only consideration. Also referred to as competitive negotiation.
- c. Sole Source – After a determination in writing that there is only one source practicably available for that which is to be procured, a contract may be negotiated and awarded to that source without competitive sealed bidding or competitive negotiation. Sole source contract awards exceeding \$500,000 require approval by the FGOED and Board.
- d. Emergency - a threat to life or property or an unforeseen situation, which curtails or greatly diminishes an essential service, as determined by the County Administrator or designated Purchasing Agent. Emergency contracts expected to exceed \$500,000 may be awarded by the County Administrator or designated Purchasing Agent without the prior approval of the Finance/Government Services and Operations Committee or the Board of Supervisors; however, the purchase shall be reported to the FGOED at the first possible meeting.
- e. Public Private Education Facilities and Infrastructure (PPEA) - The PPEA provides public entities an option for either approving an unsolicited proposal from a private entity or soliciting RFPs or IFBs from private entities for qualifying projects. A few examples of qualifying projects are education facilities, any building or facility that meets a public purpose, technology infrastructure, any improvement related to the public safety or security of a public building, or a recreation facility.
- f. Public Private Transportation Act of 1995 (PPTA) - The PPTA provides public entities an option for either approving an unsolicited proposal from a private entity or soliciting RFPs or IFBs from private entities for roadway and other qualifying transportation related projects.

The Procurement Resolution can be found on the Division of Procurement’s website under Policies and Procedures <https://www.loudoun.gov/index.aspx?NID=2203>.

ATTACHMENT: Procurement Overview Presentation

# PROCUREMENT OVERVIEW

FINANCE/GOVERNMENT OPERATIONS AND ECONOMIC DEVELOPMENT  
COMMITTEE  
JANUARY 12, 2016



# BACKGROUND

## **Division of Procurement**

- **Part of the Department of Finance and Procurement**
- **Provides consultancy to the Board of Supervisors, County Administration, and County Departments on procurement related matters**
- **Responsible for the acquisition of goods and services for all County departments**
- **Administers the PCard program**

# BACKGROUND

## **Mission**

- Achieve economical, efficient, and effective acquisition of goods & services.
- Be in accord with the Virginia Public Procurement Act (VPPA).
- Ensure contract awards are made in a fair and impartial manner.
- Avoid even the appearance of impropriety.
- Give all qualified vendors access to the County's business.

## **VPPA**

- Governs all public contracting in Virginia.
- Authorizes public bodies to fashion certain details of how to carry out the provisions of the Act.

# BACKGROUND

## **Procurement Resolution**

- The Board of Supervisors adopted the Procurement Resolution on June 11, 2011.
- Resolution incorporates details and provisions on how to carry out the provisions of the VPPA.
- Staff has authority to update the Resolution based upon policy changes and annual updates to the VPPA.

# COMPETITIVE LIMITS

Dollar Value	Solicitation Method
Up to \$5,000	One written quote
\$5,001-\$30,000	Three written quotes
\$30,001-\$100,000 (non professional services) \$30,001-\$60,000 (professional services*)	Informal Request for Quotation issued to at least 4 vendors by the Procurement Division
\$100,001 and above (non professional services) \$60,001 and above (professional services*)	Formal competition, advertised publically by the Procurement Division

\*Professional services are defined in the VPPA as the practice of accounting, actuarial services, architecture, land surveying, landscape architecture, law, dentistry, medicine, optometry, pharmacy or professional engineering.

# CONTRACTING AUTHORITY

- The Purchasing Agent has authority to award, renew, amend contracts up to \$500,000.
- Contract awards or renewals exceeding \$500,000 require approval by the FGOEDC and Board.

# CONTRACTING AUTHORITY

## **Change Orders/Award Authority Increases after Board Approval**

Approval from the FGOEDC is required for:

- Non-construction contracts: single or cumulative increases over 25% of the original contract price.
- Construction and/or Design Build: individual changes over 5% of the original contract amount for those items reasonable and incidental to the normal course of construction.

# LOCAL PREFERENCE

## **No Local Preference Permitted by VPPA**

### **However, Procurement**

- May target local businesses when selecting vendors for informal purchases (less than \$100,000).
- Holds monthly vendor information meetings to educate local firms on how to do business with the County.

# METHODS OF PROCUREMENT

## **Invitation for Bid (IFB)**

- Award to lowest responsive and responsible bidder
- Competitive sealed bidding

## **Request for Proposal (RFP)**

- Award to “best proposal” with cost **not** being the only consideration
- Competitive negotiation

## **Sole Source**

- Only one source when practicably available
- Contract may be negotiated and awarded **without** competitive sealed bidding or competitive negotiation.
- Sole source contract awards exceeding \$500,000 require approval by the FGOEDC and Board.

# METHODS OF PROCUREMENT

## **Emergency**

- A threat to life or property or an unforeseen situation
- Curtails or greatly diminishes an essential service
- Emergency contracts exceeding \$500,000 reported to the FGOEDC at the first possible meeting for informational purposes
- Determined by the County Administrator or Purchasing Agent

## **Task Order Contracts**

- Solicited via IFB or RFP
- Indefinite delivery contracts based upon unit costs and rates
- Allow for faster delivery of projects

# METHODS OF PROCUREMENT

## **Public Private Education Facilities and Infrastructure (PPEA)**

- Provides public entities an option for either approving an unsolicited proposal from a private entity, or soliciting proposals from private entities
  - Qualifying Projects:
    - Education facilities,
    - Any building or facility that meets a public purpose,
    - Technology infrastructure,
    - Any improvement related to the public safety or security of a public building, or
    - Recreation facility.

## **Public Private Transportation Act of 1995 (PPTA)**

- Provides public entities an option for either approving an unsolicited proposal from a private entity or soliciting RFPs or IFBs from private entities
- Qualifying Project:
  - Roadway and other qualifying transportation related projects
  - Example: Parking Garages at Silver Line Metro Stations in Loudoun

## QUESTIONS?

[www.loudoun.gov/procurement](http://www.loudoun.gov/procurement)



Date of Meeting: January 12, 2016

# 4

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE  
ACTION ITEM**

**SUBJECT:** **CONTRACT RENEWAL/On Call Roadway  
Transportation Design Services**

**ELECTION DISTRICT:** Countywide

**CRITICAL ACTION DATE:** January 12, 2016

**STAFF CONTACTS:** Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Mike Angel, Finance and Procurement

**PURPOSE:** To renew the contracts for the On Call Roadway Transportation Design Services.

**RECOMMENDATIONS:** Staff recommends that the Finance/Government Operations and Economic Development Committee (FGOEDC) recommend to the Board of Supervisors (Board) that the Purchasing Agent be authorized to renew the On call Roadway Transportation Design Services contracts with Dewberry Consultants, LLC, Wallace Montgomery & Associates, LLP, J2 Engineers, Inc., and ATCS, P.L.C., in the estimated amount of \$6,000,000.

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**BACKGROUND:** Request for Proposal No. 72 was issued on September 11, 2014 for On Call Roadway/Transportation Design Services. Twenty one (21) proposals were received and as a result of the proposal evaluation process, four (4) contracts were awarded to Dewberry Consultants, LLC, Wallace Montgomery & Associates, LLP, J2 Engineers, Inc. and ATCS, P.L.C.

The County uses these contracts to provide professional engineering services to design projects required to maintain, improve, or expand the County's transportation infrastructure in support of the approved Capital Improvement Program (CIP). However, they are available to support any County design requirements. Examples of the type of services that may be provided under this contract include, but are not limited to:

- Utilities Location/Designation and coordination of relocations with Utility Companies
- Surveying to include: property line surveying, right way plats, subdivision plats, easement plats, legal descriptions, GPS, horizontal and vertical control surveys, topography, aerial photogrammetry, scanning, base mapping services
- Studies and audits to determine compliance with Federal regulations
- Road Design/Highway Engineering to include design of roadways and associated

- appurtenances and preparation of plans and profiles and associated construction drawings
- Design of Sewer and Water Lines
  - Traffic Data Collection
  - Transportation Engineering/Studies to include all forms of traffic studies and analysis, including but not limited to: signal warrant analysis, sight distance studies, intersection/roadway link studies, speed studies, license plate studies
  - Interchange justification reports and design
  - Maintenance of Traffic, signage/stripping plans
  - Traffic Signal Design
  - Stormdrain/Drainage Design and Stormwater Management Design
  - Erosion/Sediment Control Plan Design and VPDES Requirements
  - Structural Engineering to include bridge design and retaining wall design
  - Floodplain Studies/Alterations/Permitting and Wetland Delineation/Remediation
  - Environmental Issues/Studies
  - Landscape Architecture Services
  - Lighting Design
  - Pavement Design
  - Public Meeting Support
  - Support Services to include: Preparation of Bid Documents, Preparation of Cost Estimates, Preparation of Exhibit Drawings/Reports
  - Design Support During Construction Phase

**ISSUES:** The current contract period ends on February 14, 2016. If these contracts are not renewed, the on call roadway-transportation design services needed to manage transportation projects within the County's CIP would have to be procured with informal quotes and formal competitive negotiations. This would delay the startup of projects as much as four months and significantly increase the workload on staff resources.

This contract renewal requires action by the FGOEDC and Board as it exceeds the staff authority of \$500,000 in accordance with the Procurement Resolution.

**FISCAL IMPACT:** The County estimates spending \$6,000,000 on design services during the contract period (February 15, 2016 – February 14, 2017). Funding for this contract would come from project appropriations in the Capital fund, the Department of Transportation & Capital Infrastructure's operating budget, and/or Proffer funds subject to appropriation by the Board. No additional appropriations are being requested for this contract award. The estimated award authority is based upon the anticipated requirements to support the approved County CIP during the contract period. No funding is being requested with this item.

**ALTERNATIVES:**

1. Recommend to the Board that the Purchasing Agent be authorized to renew the On Call Roadway Transportation Design Services contracts with Dewberry Consultants, LLC, Wallace Montgomery & Associates, LLP, J2 Engineers, Inc., and ATCS, P.L.C., in the estimated amount of \$6,000,000.

OR

2. Do not recommend renewal of the contracts and direct staff on how to proceed.

**DRAFT MOTIONS:**

1. I move that the Finance/Government Operations and Economic Development Committee recommend to the Board of Supervisors that the Purchasing Agent be authorized to renew the On call Roadway Transportation Design Services contracts with Dewberry Consultants, LLC, Wallace Montgomery & Associates, LLP, J2 Engineers, Inc., and ATCS, P.L.C., in the estimated amount of \$6,000,000.

OR

2. I move an alternate motion.

Date of Meeting: January 12, 2016

**# 5**

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE  
ACTION ITEM**

**SUBJECT:** **AWARD AUTHORITY INCREASE/On Call  
Geotechnical Engineering and Soil Scientists Services**

**ELECTION DISTRICT:** Countywide

**CRITICAL ACTION DATE:** January 12, 2016

**STAFF CONTACTS:** Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Mike Angel, Finance and Procurement

**PURPOSE:** To increase the award authority of the On Call Geotechnical Engineering and Soil Scientists Services contracts.

**RECOMMENDATIONS:** Staff recommends that the Finance/Government Operations and Economic Development Committee (FGOEDC) recommend to the Board of Supervisors (Board) that the Purchasing Agent be authorized to increase the award authority for the On Call Geotechnical Engineering and Soil Scientists Services contracts with GeoConcepts Engineering, Inc., ECS Mid-Atlantic, LLC and Triad Engineering, Inc. by \$1,050,000 for a new estimated amount of \$1,500,000.

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**BACKGROUND:** On August 19, 2015, the County awarded one-year contracts for the On Call Geotechnical Engineering and Soil Scientists Services to ECS Mid-Atlantic, LLC and Triad Engineering, Inc. in the estimated amount of \$450,000 as a result of Request for Proposal No. RFQ-184.

The primary purpose of these contracts is to provide the County with as-needed professional geotechnical engineering and construction testing/inspection services in support of the approved Capital Improvement Program (CIP). However, they are available to support any County geotechnical requirements. Examples of the type of services that may be provided under these contracts:

Geotechnical engineering services that include but are not limited to:

- Feasibility Studies
- Preliminary soils review and classifications, including evaluation of Karst topography

- Review and development of number of borings, location and depth, before commencing geotechnical investigation
- Detailed soils/site investigations to include but not be limited to borings/test pits, soil classification, stratification, and recommended soil bearing capacity
- Determination of ground water levels
- Preparation of reports summarizing findings from investigations, including construction recommendations regarding excavation, fill and backfill, cut and fill and foundation system, pavement, and slab design recommendations
- Development or review of Division 2 specifications (site work), with recommendations to the County
- Review of geotechnical reports prepared by others and certification of acceptance as the Geotechnical Engineer of record
- Additional Geotechnical engineering services as directed

Field Testing services that include but not limited to:

- Soil compaction testing and inspection
- Subgrade stripping and proof rolling inspection
- Foundation inspection
- Reinforcement steel and formwork inspection
- Concrete placement testing and inspection
- Sample and Cylinder pick up
- Asphalt placement testing and inspection
- Mortar sampling testing and inspection
- Structural steel bolting, plumbness and visual weld inspection
- Pre cast concrete inspection

Lab testing services that include but are not limited to:

- Concrete Cylinder compression test
- Mortar cube and grout cylinder compression test
- Concrete core preparation and compression test
- Concrete block preparation and compression test
- Concrete mix verification
- Mortar mix verification
- Soil moisture content determination
- Attenberg limits and gradation
- Standard & Modified Proctors (ASTM D-698 &1557 or AASHTO T-99)
- Additional laboratory and materials testing services as directed

Projects are assigned on a rotating basis to ensure that each company gets an equal amount of work during the duration of this contract pursuant to Code of Virginia §2.2-4303.1. Staff is satisfied with the work provided by the contractors. Contracts would not be extended to contractors who were not performing appropriately.

**ISSUES:** Historically, the On Call Geotechnical Engineering and Soil Scientists Services contract has been used to investigate site conditions and to verify material performance on

County CIP building projects. With the addition of numerous road projects to the County CIP, the use of this contract is being expanded to include site investigations for road design. By using the On Call Geotechnical Engineering and Soil Scientist Services contract on road projects instead of subcontracting geotechnical services through the On Call Roadway Transportation Design Services contract, contract award authority is preserved on the On Call Roadway Transportation Design Services contract for road design. Ultimately, this arrangement helps streamline the time needed to design multiple road projects concurrently by maximizing the use of the On Call Roadway Transportation Design Services contract and reducing the number of road projects needing to go through the more time consuming Request for Proposal process to procure design services.

This increase requires approval of the FGOEDC and the Board as the original contract was under staff authority in the amount of \$450,000. Per the Procurement Resolution, if a contract was awarded under staff authority and needs to be increased above \$500,000, approval is required by the FGOEDC and the Board.

**FISCAL IMPACT:** The County estimates spending \$1,500,000 on geotechnical engineering and soil scientist support services during the contract period. Funding for this contract would come from project appropriations in the Capital fund, the Department of Transportation & Capital Infrastructure’s operating budget, and/or Proffer funds subject to appropriation by the Board. No additional appropriations are being requested for this contract award. The estimated award authority is based upon the anticipated requirements to support the approved County CIP during the contract period.

**ALTERNATIVES:**

1. Recommend to the Board that the Purchasing Agent be authorized to increase the award authority for the On Call Geotechnical Engineering and Soil Scientists Services contracts with GeoConcepts Engineering, Inc., ECS Mid-Atlantic, LLC and Triad Engineering, Inc. by \$1,050,000 for a new estimated amount of \$1,500,000.

OR

2. Do not recommend award authority increase and direct staff on how to proceed.

**DRAFT MOTIONS:**

1. I move that the Finance/Government Operations and Economic Development Committee recommend to the Board of Supervisors that the Purchasing Agent be authorized to increase the award authority for the On Call Geotechnical Engineering and Soil Scientists Services contracts with GeoConcepts Engineering, Inc., ECS Mid-Atlantic, LLC and Triad Engineering, Inc. by \$1,050,000 for a new estimated amount of \$1,500,000.

OR

2. I move an alternate motion.

Date of Meeting: January 12, 2016

**#6**

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE  
ACTION ITEM**

**SUBJECT:** Request for 1.07 FTE in the Department of Fire, Rescue and Emergency Management

**ELECTION DISTRICT:** Countywide

**CRITICAL ACTION DATE:** January 2016

**STAFF CONTACTS:** W. Keith Brower, Jr., Chief, Department of Fire, Rescue and Emergency Management  
James Williams, Deputy Chief, Department of Fire, Rescue and Emergency Management  
Mary L. Maguire, Assistant to the Chief, Department of Fire, Rescue and Emergency Management

**PURPOSE:** To request one additional staff support position within the Department of Fire, Rescue and Emergency Management (DFREM), totaling 1.07 full-time equivalent (FTE) to be funded from existing appropriations.

**RECOMMENDATIONS:** Staff recommends that the Finance/Government Services and Operations Committee recommend that the Board of Supervisors authorize the addition of 1.07 FTE and no additional local tax funding in the Department of Fire, Rescue, and Emergency Management and the Loudoun County Combined Fire-Rescue System. The position will provide support and assist with the development and management of the department's budget and fiscal operations and grants administration.

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**BACKGROUND:**

In April 2014, the County BOS approved a new chapter of the Codified Ordinance of Loudoun County on creating the Combined Fire-Rescue System. The new ordinance, which became effective July 2, 2014, includes a new governance structure, led by a System Chief, advisory committees, and the addition of two assistant chiefs. With the restructuring of the Fire-Rescue System and overall growth of the Department, a number of crucial administrative support positions are needed to support the combination system, including a management/budget analyst. The Department continues to increase its annual budget, from \$62,443,832 in FY 2014 to \$71,400,440 in FY 2016, or 14.3%, and FTE count, from 559.11 in FY 2014 to 633.83 in FY 2016, or 13.4%. Responsibility has also expanded for overall System fiscal management including direct oversight of State entitlements through the Four-for-Life program, Assistance to Localities (ATL) funding,

as well as distribution of the County's annual financial contribution to the Volunteer Companies and the CIP-driven apparatus reimbursement program. In doing so, the County is directing appropriate fiscal oversight of taxpayer funded programs requiring additional human capital. The Management/Budget Analyst position will play an integral role in the management and oversight of the Loudoun County Combined Fire-Rescue System budget.

## ISSUES:

In 2015, the Department re-organized to reflect the addition of the newly created Assistant Chief ranks. During that process, the position of *Assistant to the Chief* was re-titled as the *Director of Finance and Administration* to more accurately reflect the responsibilities of the position and bring the Department naming convention in-line with the National Incident Management System (NIMS). Management of the Department's annual operating budget traditionally belonged to this position as one of many duties. However, as the responsibilities for oversight of all administrative, personnel, including payroll, and finance duties have grown in complexity and volume, the ability to focus exclusively on budget-related issues has become increasingly challenging. For example, with the addition of the EMS Transport Reimbursement Program, oversight of administrative staff grew from four personnel in FY 2014 to eight full-time employees and one long-term temporary employee in FY 2016. Thus, time that was previously available for budget management and strategic analysis is now split among additional duties such as the management and oversight of the EMS Transport Reimbursement Program, the procurement program, payroll, and public affairs and the associated supervision of staff.

To meet the increasing demands of the Department, the function of budget oversight and management is currently spread among senior staff, including the Director of Finance and Administration, two Assistant Chiefs, six Deputy Chiefs, the Director of OEM, the Volunteer Program Manager, the Public Information Officer, and the Administrative Manager, which continues to divert time that could more effectively be spent on program management. Responsibilities of the Management/Budget Analyst will include, but will not be limited to: the production of regular and ad hoc financial reports; analysis of department spending patterns; development and monitoring of performance measures; projection of spending and fiscal trends; comparative analyses of year-over-year spending patterns; preparation of annual proposed department operating budget; and support to Senior Staff and the County's Department of Management and Budget responsible for fiscal oversight. The analyst will also develop the Department's annual report and will update it on a regular basis. Furthermore, the Management/Budget Analyst will be responsible for the management, oversight, and administration of department grants and entitlement programs, enabling the Department to improve not only the management of the 19 existing grants, but afford the Department opportunities to proactively pursue additional grant opportunities.

In July 2015, the department was approved a temporary position to help with the budget workload through June 30, 2016. The temporary position, which was filled in July, was vacated within four weeks by an individual who accepted a permanent position within the County. The temporary position was again filled in late October 2015 on a temporary basis. Continuing to fill the position as temporary could result in frequent turnover and a lack of continuity in management and analysis

efforts, thus reducing its effectiveness. With continued growth, this position is essential for the management and oversight of the Department's financial health.

**FISCAL IMPACT:**

Staff proposes a FY 2016 mid-year enhancement totaling 1.07 FTE for one Management/Budget Analyst (1.07 FTE) for the Department of Fire, Rescue and Emergency Management, which requires no additional local tax funding. The estimated cost for the Management/Budget Analyst position for the remainder of FY 2016 is \$52,065, which includes salary and benefits. There are sufficient funds available through the department's existing budget. The estimated ongoing full year cost is \$111,810 and will be funded through reallocations within the Department's operating budget.

**ALTERNATIVES:** The Board may choose not to authorize the creation of the requested position at this time and direct staff to include the request as part of the FY 2017 Proposed Budget.

**DRAFT MOTIONS:**

1. I move that the Finance, Government Services and Operations Committee recommend the Board of Supervisors **authorize** the creation of 1.07 FTE within the Department of Fire, Rescue and Emergency Management for one management/budget analyst position.  
OR
2. I move an alternate motion.

Date of Meeting: January 12, 2016

**# 7**

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS AND ECONOMIC DEVELOPMENT  
COMMITTEE  
INFORMATION ITEM**

**SUBJECT:** Quarterly Report/Upcoming Contracts in 3rd Quarter-FY 2016

**ELECTION DISTRICT:** Countywide

**STAFF CONTACTS:** Cheryl L. Middleton, Finance and Procurement  
John Sandy, County Administration

**PURPOSE:** To inform the Finance/Government Operations and Economic Development Committee (FGOEDC) of projects that exceed \$1 million and/or contracts that affect service delivery and would require future action by the FGOEDC and the Board of Supervisors (Board).

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**BACKGROUND:** Since 2009, staff has provided a report of upcoming projects to the FGOEDC on a quarterly basis at the Committee's request. This report provides information on projects that exceed \$1 million and/or contracts that affect service delivery and would require future action by the FGOEDC and the Board. This item is intended to provide advance notice of these major items to the Committee members and an opportunity to ask questions of staff and request specific information that they would like to see in the future action items. Attachment 1 provides information on contracts that will require action by the FGOEDC during the third quarter of FY 2016. Attachment 2 provides information on contracts that are expected to require action by the FGOEDC during the fourth quarter of FY 2016. These items will subsequently be forwarded to the full Board for final action.

**ATTACHMENTS:**

1. Upcoming Contracts/Projects in FY 2016 Q3
2. Upcoming Contracts/Projects in FY 2016 Q4

**Upcoming Contracts/Projects in FY 2016 Q3**

**1. Contract Award/Architectural & Engineering Services for the Hal and Berni Hanson Regional Park**

*Reference:* FY 2016 Capital Improvement Program page 10-37

*Description:* The project's overall scope consists of the design and construction of a 257 acre regional park to include a four field baseball complex, two regulation sized, artificial turf rectangular athletic fields, nine regulation sized, natural turf rectangular athletic fields, one small, natural turf rectangular field, one regulation sized, natural turf cricket field, athletic field lighting, 75 acres of passive recreation space, natural trails, paved trails, mountain bike trails, required parking, public restrooms and concessions, picnic pavilions, a Nature Center building, a Park Office building, a Lodge building, Renovation of Historical building (Hanson house), two maintenance facilities, two amphitheaters, a splash pad, a four acre handicapped accessible playground, two off-leash dog areas, and fishing piers.

*Estimated Cost:* \$4,000,000

*Funding Source:* Cash Proffers and General Obligation Bonds

*Estimated Committee Action Date:* March 2016

*Staff Contacts:* Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Christopher Bresley, Finance and Procurement

**2. Contract Renewal/Engineering Services for the Loudoun County Stormwater Management Program**

*Reference:* FY 2016 Capital Improvement Program page 10-18

*Description:* The intent of this contract is to obtain professional engineering services in support of the Loudoun County Stormwater Management Program. As defined in Code of Federal Regulations (40CFR122.26) [Revised as of July 1, 2001], the Federal Clean Water Act requires cities and urbanized counties having populations above 50,000 to develop stormwater management programs and obtain discharge permits for stormwater outfalls. The eastern portion of Loudoun County (i.e., an area of approximately 81 square miles) currently falls under these requirements; however, it is possible over time that all of Loudoun County could be subject to these regulations. In Virginia, the program is managed by the Department of Environmental Quality which issues stormwater discharge permits.

*Estimated Cost:* \$1,000,000

*Funding Source:* Local tax funding

*Estimated Committee Action Date:* March 2016

*Staff Contacts:* Ernie Brown, General Services  
Steve Plante, General Services  
Christopher Bresley, Finance and Procurement

**3. Contract Renewal/Library Material Suppliers**

*Reference:* FY 2017 Adopted Fiscal Plan, if adopted by the Board

*Description:* The project’s overall scope consists of providing library materials to include the purchase of library materials (books, DVDs, audio books, and compact disks) for the Library Service’s eight branches and an outreach service serving the elderly and home-bound. The acceptance date for the initial Request for Proposal is ongoing; thus far, the County has received 21 proposals with one remaining renewal. Procurement of library materials through a pool of vendors has been very successful over the last 20 years in providing the largest possible range of library materials and services. Orders are placed with a vendor offering the best discount and availability for the material needed.

*Estimated Cost:* \$1,100,000

*Funding Source:* FY 2017 Operating Budget , if appropriated by the Board

*Estimated Committee Action Date:* March 2016

*Staff Contacts:* Chang Liu, Library Services  
 Mary Lou Demeo, Library Services  
 Diane C. Smith, Finance and Procurement

**4. Contract Award/Day Support and Employment Services**

*Reference:* FY 2016 Adopted Fiscal Plan/2017 Adopted Fiscal Plan, if adopted by the Board

*Description:* The project’s overall scope consists providing Employment and Developmental Day Services under a regional cooperative agreement for individuals with developmental disabilities. By participating in this cooperative procurement, the County has access to a pool of providers for these services as well as a regional rate structure. Employment services are community based paid employment opportunities for people whose skill level does not make them candidates for competitive employment. The initial contract award through this cooperative procurement was made effective from January 1, 2008 through June 30, 2010; and included five (5) one-year renewal options and an extension for an additional year.

*Estimated Cost:* \$1,650,000

*Funding Source:* FY 2016 Operating Budget/2017 Operating Budget, if appropriated by the Board

*Estimated Committee Action Date:* January 2016

*Staff Contacts:* Sara Westfall, Mental Health, Substance Abuse and Developmental Services  
 Diane C. Smith, Finance and Procurement

**5. Contract Renewal/Offsite Hosting Services**

*Reference:* FY 2016 Adopted Fiscal Plan/2017 Adopted Fiscal Plan, if adopted by the Board

*Description:* In January 2012, both the County and the Schools began the replacement of financial and personnel/payroll applications with an Oracle based solution (Phase 2). As a result, the County chose to host and manage the physical hardware and software environments with an offsite vendor. By utilizing these hosting services from an offsite provider, the County was not required to purchase, install and maintain the hardware required to implement the County's Enterprise Resource Plan (ERP) solution. On March 18, 2015, the Board of Supervisors awarded a one year contract to OneNeck IT Solutions LLC in the estimated amount of \$936,086. The current contract is up for renewal on March 31, 2016.

*Estimated Cost:* \$1,000,000

*Funding Source:* FY 2016 Operating Budget/2017 Operating Budget, if appropriated by the Board

*Estimated Committee Action Date:* March 2016

*Staff Contacts:* Wendy Wickens, Information Technology  
Cheryl Middleton, Finance and Procurement

**Upcoming Contracts/Projects in FY 2016 Q4**

**Title: Contract Award/Lovettsville Park Road Improvements**

Department: Transportation and Capital Infrastructure  
 Estimated Value: \$1,300,000  
 Anticipated Meeting Date: April 2016

**Title: Contract Award/Stone Ridge Park & Ride Lot**

Department: Transportation and Capital Infrastructure  
 Estimated Value: \$3,000,000  
 Anticipated Meeting Date: April 2016

**Title: Contract Award/Construction of Mooreview Parkway**

Department: Transportation and Capital Infrastructure  
 Estimated Value: \$5,000,000  
 Anticipated Meeting Date: April 2016

**Title: Contract Award/Installation of Traffic Signals at Tall Cedars Pkwy and Poland Rd. – Belmont Ridge Rd. and Croson Lane**

Department: Transportation and Capital Infrastructure  
 Estimated Value: \$600,000  
 Anticipated Meeting Date: April 2016

**Title: Contract Award/Construction of Tall Cedars Parkway**

Department: Transportation and Capital Infrastructure  
 Estimated Value: \$7,000,000  
 Anticipated Meeting Date: April 2016

**Title: Contract Award/Telephone Platform Solution**

Department: Information Technology  
 Estimated Value: \$1,500,000  
 Anticipated Meeting Date: April 2016

**Title: Contract Award/Construction of the Scott Jenkins Memorial Park Phase 2**

Department: Transportation and Capital Infrastructure  
 Estimated Value: \$1,700,000  
 Anticipated Meeting Date: April 2016

**Title: Contract Award/Design Build Delivery of the Route 772 Transit Connector Bridge**

Department: Transportation and Capital Infrastructure  
 Estimated Value: \$15,000,000  
 Anticipated Meeting Date: April 2016

**Title: Architectural & Engineering Services for the New Loudoun County Animal Services Facility**

Department: Transportation and Capital Infrastructure  
 Estimated Value: \$1,800,000  
 Anticipated Meeting Date: April 2016

**Title: Kirkpatrick Fire and Rescue Station**

Department: Transportation and Capital Infrastructure  
Estimated Value: \$8,000,000  
Anticipated Meeting Date: May 2016

**Title: Contract Renewal/Solid Waste Engineering and Monitoring Services, Loudoun County  
Solid Waste Management Facility**

Department: General Services  
Estimated Value: \$750,000  
Anticipated Meeting Date: May 2016

**Title: Contract Renewal/Backbone Network Equipment and Services**

Department: Information Technology  
Estimated Value: \$1,400,000  
Anticipated Meeting Date: May 2016

**Title: Contract Renewal/Operation of the Homeless Services Center**

Department: Family Services  
Estimated Value: \$1,655,000  
Anticipated Meeting Date: June 2016

**Title: Contract Renewal/Companion Services**

Department: Family Services  
Estimated Value: \$1,078,576  
Anticipated Meeting Date: June 2016

**Title: Contract Award/Construction of Claiborne Parkway**

Department: Transportation and Capital Infrastructure  
Estimated Value: \$5,300,000  
Anticipated Meeting Date: June 2016

**Title: Contract Renewal/Job Order Contract (JOC) for the Maintenance and Repair of  
Mechanical Infrastructure**

Department: General Services  
Estimated Value: \$4,000,000  
Anticipated Meeting Date: June 2016

**Title: Contract Award/Youth Shelter Phase 2**

Department: Transportation and Capital Infrastructure  
Estimated Value: \$1,000,000  
Anticipated Meeting Date: June 2016

Date of Meeting: January 12, 2016

**#8**

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS AND ECONOMIC DEVELOPMENT  
COMMITTEE  
INFORMATION ITEM**

**SUBJECT:** **Quarterly Report/Capital Improvement Projects – 2nd Quarter, FY 2016**

**ELECTION DISTRICT:** Countywide

**STAFF CONTACTS:** Joe Kroboth, Transportation and Capital Infrastructure  
Mark Hoffman, Transportation and Capital Infrastructure  
Melissa Tello, Transportation and Capital Infrastructure

**PURPOSE:** To provide the Finance/Government Operations and Economic Development Committee (FGOEDC) a quarterly update on key capital improvements projects in various stages of pre-design, design, land acquisition and construction.

**BACKGROUND:** The FGOEDC has requested a quarterly update on key capital improvement projects which reports on the progress of various stages, including pre-design, design, land acquisition and construction activities. This information item represents a quarterly report for the second quarter of FY 2016 and covers the months of October, November and December 2015. Information on capital projects currently under development is provided in Attachment 1: Project Status Report. The key points of this report are summarized below.

Projects Completed: There were three projects completed during the 2<sup>nd</sup> Quarter of FY 2016.

- *Byrnes Ridge Park Lights (November 2015)* – This project provides for the lighting of the baseball and rectangular fields at Byrnes Ridge Park. On September 1, 2015, the fields reopened for use. In this quarter, the project achieved Substantial Completion on October 21, 2105 and Final Completion on November 20, 2015.
- *ECC/E911 Communication Center (November 2015)* – This project provides for the build-out 11,000 square feet at 801 Sycolin Road in Leesburg for the E911 Emergency Communications Center. This re-locates the E911 Center from the Fire and Rescue Training building. In this quarter, the project was completed with operations beginning at the new location on November 3, 2015.
- *Sycolin Road and Loudoun Center Place Intersection (December 2015)* – This project includes the installation of a new traffic signal at Sycolin Road and Loudoun Center Place. In this quarter, the signal installation was complete with the signal going into full color

operations on December 1, 2015. The project achieved substantial completion in December 2015.

Projects Milestones Met: The following projects achieved significant milestones during the 2<sup>nd</sup> Quarter of FY 2016:

- *Aldie Fire & Rescue Station (November 2015)* – This project designs, constructs, and acquires land for a Fire & Rescue station in the Aldie area. Located along the Route 50 corridor, the station will replace the Aldie Volunteer Fire and Rescue station that is inadequate to house the personnel and fire apparatus needed in this area. In this quarter, settlement was held on November 16, 2015 to acquire the land to construct the new Fire & Rescue station. Design of the new station will begin once an architectural and engineering team is procured.
- *Ashburn Sheriff Station (December 2015)* - This project designs and constructs an 18,000 square foot Sheriff's Station on a County-owned site in the One Loudoun community to serve the greater Ashburn area. Following completion of a value engineering exercise and approval of supplemental funding for the project, in this quarter, on December 2, 2015, the Board of Supervisors approved the contract award for Callas Contractors in the amount of \$8,025,653.00. The contract was executed in December 2015. In the next quarter, a Kick Off Meeting will occur, the contractor will prepare preconstruction submittals and Notice to Proceed will be issued with a target for February 2016. The construction duration is 490 days and completion is planned for Summer 2017.
- *Brambleton District Park – West (September 2015)* - This project designs and constructs a District Park which will consist of nine athletic fields on approximately 26 acres east and 33 acres west of Belmont Ridge Road (Route 659) in the Brambleton community. Following approval of supplemental funding for the project, in this quarter, on October 21, 2015, the Board of Supervisors approved the construction contract award for FHP Techtonics in the amount of \$4,425,000.00. The contract was executed in October and Notice to Proceed was issued on December 7, 2015. Additionally this quarter, Erosion & Sediment (E&S) controls began. In the next quarter, underground utilities, lighting, clearing and grading activities will begin, weather pending. The construction duration is 240 days and is completion is planned for Fall 2016.
- *Croson Lane – Old Ryan Road to Route 772 Metro Station (September 2015)* - This project provides for the construction of Croson Lane from Old Ryan Road to the future Route 772 Metro Station. The design of Croson Lane was prepared by Dewberry under contract to the Claude Moore Charitable Foundation. In this quarter, on October 21, 2015, the Board of Supervisors approved the contract award for William A. Hazel, Inc. in the amount of \$4,715,779. A Kick Off Meeting was held on November 4, 2015 and a Pre-Construction Meeting was held on December 9, 2015 and Notice to Proceed was issued. The overall construction duration for the project is planned for 12 months, however the winter start may delay completion until Spring 2017. In the next quarter, the contractor will mobilize

onsite and begin Erosion & Sediment (E&S) measures. Earthwork will begin and continue through the winter months, weather pending.

- *Farmwell Road Widening – Smith Switch to Ashburn Road (November 2015)* – This project provides for the design, right-of-way acquisition and widening of Farmwell Road from Smith Switch to Ashburn Road. The project will widen the existing road to a six-lane urban major collector. In this quarter, a purchase order was issued to the road task order design firm Wallace Montgomery on November 23, 2015 to initiate survey work, environmental assessments, and road design for the project.
- *Metro Parking Structures – (December 2015)* - This project designs three Metro parking structures to serve the two Metro Silver Line stations in Loudoun County. On December 9, 2015, the Board of Supervisors approved the Special Exception (SPEX) for the Ashburn Station south parking garage. On December 16, 2015, the Board of Supervisors approved the Zoning Concept Plan Amendment (ZCPA), Zoning Modification (ZMOD), and SPEX for the Ashburn Station north commuter parking garage. Negotiations are continuing with regard to the Loudoun Gateway Station garage.
- *Public Safety Firing Range (December 2015)* – This project designs and constructs an approximately 65,000 square foot County owned indoor firing range intended to replace the use of a leased outdoor range located off Route 50 in eastern Loudoun County. At its December 9, 2015 Public Hearing, the Board of Supervisors approved the Special Exception (SPEX) for the development. In the next quarter, Site Plan documents will be prepared for submittal to Building & Development (B&D).
- *Route 7/Route 659 Interchange and Widening to Gloucester (October 2015)* – This project provides for the design and construction of an interchange at the intersection of Route 7 and Route 659 (Belmont Ridge Road). In this quarter, a Ground Breaking Ceremony was held on October 13, 2015 and Shirley Contracting began work onsite including clearing, Erosion & Sediment (E&S) controls, stream diversion, box culvert construction and lane shifts as utility relocation work continues. Additionally this quarter, the project team participated in a Partnering Session and Risk Management Workshop and the baseline project schedule submitted by Shirley was reviewed. In the next quarter, the baseline schedule will be finalized, utility relocation work will continue with some areas nearing completion, traffic shifts will occur as box culvert construction continues and bridge pile and fill operations begin. Construction is planned for 36 months with completion in Summer 2018.
- *Route 772 Connector Bridge (December 2015)* – This project funds the design of the Route 772 Connector Bridge which connects Croson Lane on the western side of the Greenway to Shellhorn Road on the eastern side of the Greenway. The bridge is an integral connection to provide access to the planned parking garages for the Dulles Metrorail Station. In this quarter, the 30% bridge and roadway plans were finalized as the "bridging documents" for the design-build Request for Proposals (RFP) and the RFP was issued to the two short-listed teams on December 1, 2015. Additionally, this quarter, the center pier,

which is located within the Greenway, was constructed by Capital Rail Constructors (CRC). In the next quarter, proposals from the design-build teams will be received and evaluated for contract award. Construction completion is planned for Winter 2018.

- *Riverside Parkway – Lexington to Janelia Farm (October 2015)* – This project constructs the missing link segment of Riverside Parkway/Lexington Drive Extension at Janelia Farm. The missing link segment is proposed as an interim four lane median divided roadway of approximately 1,550 linear feet. The ultimate planned condition is for a six-lane median divided roadway. In this quarter, The Site Plan Amendment adding trails to this segment of Riverside Parkway was approved on October 23, 2015. At its December 2, 2015 business meeting, the Board of Supervisors approved a reimbursement agreement to reimburse One Loudoun Holdings, LLC to construct this segment of Riverside Parkway as part of the Route 7/Ashburn Village Boulevard interchange. In the next quarter, arrangements will be finalized with Howard Hughes Medical Institute (HHMI) to convey remaining right-of-way and easements to begin construction of the interchange.
- *Riverside Parkway – Loudoun County Parkway to Lexington (December 2015)* – This project funds the design and construction of a 4 lane divided road segment between Loudoun County Parkway and Lexington Drive, a new Loudoun Water main along Smith Circle, and a temporary traffic signal at Loudoun County Parkway and George Washington Boulevard. In this quarter, the construction of the temporary signal at Loudoun County Parkway and George Washington Boulevard was completed and the signal went into full color operations on December 8, 2015.
- *Sterling Fire & Rescue Station Replacement (October 2015)* – This project designs, constructs, and acquires additional land for a 22,000 square foot replacement Fire & Rescue station on land currently owned by the Sterling Park Safety Center. This project is part of the Sterling Public Facilities Master Plan that provides for the replacement of the Fire & Rescue station, relocation of the Sterling Library to leased, storefront space, and renovation of the Sterling Community Center. In this quarter, settlement was held on October 26, 2015 to acquire additional land needed to construct the new station. In the next quarter, design will begin on the new station.
- *Stone Ridge Park & Ride (December 2015)* – This project funds the design and construction of a 300 space park and ride lot in the South Riding community. In this quarter, the Site Plan for the facility was approved by Building & Development on December 18, 2015. In the next quarter, an Invitation for Bid (IFB) will be advertised for the construction of the facility.
- *Willisville Community Wastewater System (October 2015)* – This project funds the extension of wastewater treatment service to three properties in the Willisville community with failing septic systems. The three properties will be connected to the Willisville Community Wastewater Treatment Facility operated by Loudoun Water (LW). The Department of General Services continues to coordinate with LW to proceed with the extension of wastewater infrastructure to the three identified properties. The project is

managed by LW as per Service Agreement. In this quarter, easements were obtained from the three affected owners, plans and specifications were completed, the project was advertised for bid in October, four bids were received and LW has conditionally awarded the project to a contractor. The project was submitted to the Loudoun County (LC) Health Department for construction and abandonment permits. In the next quarter, LW expects to be under agreement with the selected contractor to perform the work so Staff will work with LW to move forward with the Construction Phase. Based on bids received costs are likely to exceed the project and additional funding may be required.

Projects Delayed: The following projects continue to be delayed, pending final determinations on the land site and/or land use approvals for selected sites.

- *Ashburn Road Sidewalks* - This project provides funding to design and construct a sidewalk along the eastern side of Ashburn Road between Partlow Road and the W&OD Trail. In this quarter, Building & Development (B&D) and VDOT provided comments to the 100% design plans. Updated plans were subsequently submitted to B&D and VDOT addressing the comments. The need to address 100% design comments has delayed design phase completion from Fall 2015 to Spring 2016.
- *Brambleton District Park – East* – This overall project designs and constructs a District Park which will consist of nine athletic fields on approximately 26 acres east and 33 acres west of Belmont Ridge Road (Route 659) in the Brambleton community. Jeffrey Stack Inc. was awarded the construction contract September 2014 and work is ongoing. The fields reopened for use in early September 2015. In this quarter, the general contractor's work was completed, however, the precast restroom provided by Smith-Midland has delayed the overall completion of the project. Smith-Midland continues to work on the installation of the precast restroom. In the next quarter, the restroom will be complete. This project was previously planned for completion in Fall 2015, however due to a delay in the delivery of the precast restroom from the manufacturer, the project completion has been delayed to Winter 2016.
- *Claiborne Parkway* – This project constructs a four-lane median divided road from Ryan Road to Croson Lane. In this quarter, the draft Invitation for Bid (IFB) for construction was reviewed and finalized by DTCI, Procurement and the County Attorney's Office and discussions with Columbia Gas have continued in regard to a possible vertical utility relocation required for the project. Due to the ongoing issues with Columbia Gas, DTCI cannot send the draft IFB to VDOT for review as a complete right-of-way (ROW) certification must accompany the draft. ROW cannot be cleared until all utility issues have been resolved. DTCI is working closely with Procurement and the County Attorney's Office to expedite review and approval of the agreement required by Columbia Gas and finalize price. Additionally this quarter, the signage agreed to with the Forest Manor HOA was installed. Next quarter, the Columbia Gas agreement will be finalized, the draft ROW Certification will be finalized and the draft IFB will then be sent to VDOT for review. VDOT authorization to advertise for construction is required as the project is a Revenue

Share project. Based on this delay, it is now projected that construction will begin Summer 2016. A 16 month construction duration is planned.

- *E.E. Lake Store* – This project converts the EE Lake General Store into a Bluemont Area Welcome Center. The Bluemont Citizens Association in partnership with the Loudoun County PRCS will open the center to the public providing hikers and bikers a rest stop. The project adds public restroom facilities to the building. In this quarter, an Invitation for Bid (IFB) was issued and no bids were received on December 10, 2015, the scheduled bid opening date. Staff reviewed options for proceeding with the project and determined that, due to the MAP-21 project requirements, which involve Federal funding, the project will be rebid. In the next quarter, an IFB will be reissued. A 9 month construction duration is planned. This project was previously reported with construction completion in Fall 2016, however will be further delayed pending the results of the rebid. The overall completion date will be updated at that time.
- *Lovettsville Community Center* – This project designs and constructs a replacement community center on the site of the current community center to provide a modern building while maintaining facility operations during construction. In this quarter, the Board of Supervisors at its December 2, 2015 meeting approved the addition of \$1.5M in FY15 Fund Balance to add senior and fitness rooms to the new community center building and to renovate and enlarge the pool house. In order to integrate these changes, additional time is needed to update the facility design. Design completion is now delayed to Summer 2016 from Winter 2016.
- *Lovettsville District Park* – This project provides for the design and construction of a District Park to serve the Lovettsville area on a 91-acre County-owned site. The park will contain seven athletic fields, restrooms, concessions, maintenance facilities and an equestrian area. Resolution of operational details with the Town of Lovettsville are still outstanding regarding the park water and sewer system which requires a Water and Sewer Agreement with the Town. Outstanding Building & Development (B&D) Site Plan comments are also in the process of being resolved. The time needed to resolve these issues will delay the completion of the park design from Fall 2015 to Winter 2016. As previously reported, the estimated construction cost exceeds the current budget. To deal with Park budget shortfall, park construction will be broken into two (2) phases. Phase 1 of the park development will involve construction of the access road through the park, installation of utilities, and construction of three (3) to four (4) athletic fields using current funding. Phase 2 of the park development will involve construction of the remaining improvements in a future year when funds become available.
- *Lucketts Fire & Rescue Station Replacement* – This project designs, constructs, and acquires land for a new 18,000 square foot Fire & Rescue station in the Lucketts area to replace the Lucketts Volunteer Fire & Rescue station that has inadequate facilities to accommodate personnel and fire apparatus. During the land acquisition due diligence period, DTCI staff and the County Attorney's Office identified a potential development issue associated with the property under contract for the development. The due diligence

period has been extended to provide additional time to address the issue. As a result, the completion of land acquisition has been delayed to Summer 2016 from Winter 2016.

- *Mirror Ridge Group Residence* – This project funds the build-out of the basement of the Mirror Ridge Group Residence to provide additional residential living and program space. The project achieved final completion in Summer 2015. In this quarter, Mental Health, Substance Abuse & Developmental Services (MHSADS) began planning the procurement of the furnishings. In the next quarter, the outfitting will continue for user occupancy for final completion of the overall project. The Furnishings, Fixtures & Equipment (FFE) phase for the project is planned for completion in Winter 2016 which is a delay from Fall 2015 as previously reported.
- *Northstar Boulevard & Ryan Road Signal* – This project designs and constructs a new traffic signal at Northstar Boulevard and Ryan Road in coordination with a new right turn lane being constructed by Brambleton, LLC. The signal construction has been delayed in order to allow the right turn lane to be constructed prior to installing the signal. Construction completion is now anticipated in Fall 2016 which is a delay from Spring 2016 previously reported due to the timing with Brambleton's construction.
- *Scott Jenkins Memorial Park – Phase II* – This project constructs the remainder of the park improvements not included in Phase I. Specifically, this project constructs one rectangular athletic field, three small diamond fields, site utilities, a concession building, and additional parking. Additional time has been required for the design consultant, Pennoni, to add utility drawings and specification to the bid documents so a fully coordinated set of plans are available for construction. This additional coordination time has delayed construction completion from Summer 2016 to Winter 2017.
- *Sterling Area Sidewalks* – This project designs and constructs sidewalk improvements along Greenthorn Avenue, Sugarland Road, and Woodson Drive in the Sterling area to enhance pedestrian connectivity between residential areas and activity centers to include shopping areas and public spaces. In this quarter, design plans for all three sidewalk sections were reviewed by Building & Development (B&D) and VDOT. Based on review comments, the plans were updated and resubmitted for review. Action Items will be presented to the Board of Supervisors at its January 21, 2016 business meeting outlining funding plans to construct the sidewalk segments. Plan approval is anticipated in Spring 2016.
- *Tall Cedars Parkway – Pinebrook Road to Gum Spring Road* - This project designs and constructs the missing four-lane segment of Tall Cedars Parkway between Pinebrook Road and Gum Spring Road. The construction phase completion of this project has been delayed from Spring 2017 to Fall 2017 while DTCI works with the County Attorney's Office to finalize deed revisions and approvals to complete land acquisition. Upon the completion of land acquisition, the project will be advertised for construction.

- *Tall Cedars Parkway and Poland Road Intersection* – This project includes the installation of a new traffic signal and a westbound left turn-lane on Tall Cedars Parkway to southbound Poland Road. Traffic Signal Plan was approved by VDOT on February 10, 2014, and re-approved on May 14, 2015. The Construction Plan and Profiles (CPAP) was approved on April 18, 2014. All easements have been acquired and recorded. In this quarter, the Invitation for Bid (IFB) was drafted. In the next quarter, the IFB will be reviewed, advertised and bids will be received. This project was previously planned for completion in Spring 2016 and is now anticipated for Summer 2016 based on procurement process and construction timeline.
  
- *Waxpool Road – Unbridled Way to Faulkner Parkway* - The project funds the design and construction to widen Waxpool Road (Route 625) from Unbridled Way to Faulkner Parkway. The section of Waxpool Road west of Ashburn Village Boulevard and the traffic signal was completed in September 2014 and the signal went into full operation September 2014. The section of Waxpool Road east of Ashburn Village Boulevard has been delayed due to required utility coordination and relocation identified during construction. In this quarter, negotiations with the attorneys continued to secure the last two utility easements. Based on the delay in utility easements, winterization measures were put in place as the construction work is essentially on hold until the utility relocations occur. In the next quarter, the utility relocation work is planned to begin, pending the easements, and will continue into the spring. Following the relocation work, weather pending, paving, striping and punch list will occur to complete the road construction. This project was previously reported for construction completion in Summer 2015, however, with the continued delay due to utility relocations, completion is now planned for Fall 2016.

#### Projects Requiring Supplemental Funding:

- *Lovettsville Community Center* – As reported in the FY 2015 Year-End Financial Condition item presented to the Board of Supervisors at its December 2, 2015 business meeting, the total cost of the original community center project is projected to be approximately \$2,000,000 more than planned. The \$1,500,000 in FY 2015 fund balance added to the project by the Board of Supervisor's December 2, 2015 action is for facility expansion beyond the project's original scope and does not reduce the \$2,000,000 difference between the estimated total project cost and funds allocated. A number of factors has caused the project's estimated cost to increase including additional building material costs due to architectural requirements stipulated in the Town of Lovettsville Conditional Use Permit, added mobilization, storage, and construction phasing costs as a result of the stormwater management pond substantially increasing in size to accommodate runoff from the Town's East Broad Way improvements, and market condition changes since the original project cost was estimated in May 2012. Since the scope of the project cannot be adequately reduced to eliminate the funding gap without sacrificing current community center programs, the needed supplemental funding is proposed in the FY 2017 Capital Improvement Plan (CIP) budget and will be part of the FY 2017 budget discussions.

**Capital Improvement Projects Completed**

The following General Government and School Capital Improvement Projects have been completed since January 2012, at a total Capital Project Funding amount of \$655,286,068.

**General Government (\$211,872,126)**

1. Bluemont Community Center Renovation
2. Eastern Loudoun Adult Day Care Center
3. Lucketts Community Center Renovation
4. Byrnes Ridge Park Restrooms
5. Briar Patch Park Restrooms
6. Ashburn Park Restrooms
7. Gum Spring Library
8. Goose Creek Bridge Demolition
9. Murrays Ford Bridge Demolition
10. Waterford Philips Farm Interpretive Scenic Pull-Off
11. Adult Detention Center Phase II
12. Route 7 Traffic Flow Improvements
13. Brambleton Public Safety Center
14. Kincora Fire & Rescue Station
15. Fire & Rescue Station # 26
16. Scott Jenkins Memorial Park Phase I
17. Hamilton Park & Ride Lot
18. Fire & Rescue Training Prop Lots
19. ECC/E911 Communications Center Construction
20. Sheriff's Office Administration Building
21. Potomac View Bicycle and Pedestrian Facilities
22. Smith Switch Road
23. Stone Ridge Park & Ride Lot
24. Claude Moore Park Trail
25. Potomac Lakes Sportsplex
26. Middleburg Volunteer Fire & Rescue Station
27. Transit Bus Maintenance and Operations Facility
28. Conklin Park Restrooms
29. Dulles Town Center Park & Ride Lot
30. Riverside Parkway – River Creek Parkway to Upper Meadow Drive
31. Belfort Area Road Improvements
32. Crosstrail Boulevard – Segment A1
33. East Gate Park & Ride Lot
34. River Creek Parkway Trail
35. Byrnes Ridge Park Lights
36. ECC/E911 Communication Center FFE
37. Sycolin Road and Loudoun Center Place Intersection

Schools (\$456,600,853)

1. ES-15 Frederick Douglass Elementary School
2. ES-16 Moorefield Station Elementary School
3. ES-21 Cardinal Ridge Elementary School
4. MS-6 Trailside Middle School
5. HS-6 Rock Ridge High School
6. Mercer Middle School Addition
7. Loudoun County High School Stadium Improvements
8. Loudoun Valley High School Athletic Facilities Renovations
9. Freedom High School Addition
10. Riverside High School (HS-8)

Periodically, during the previous quarter, staff provides capital project related information to the full Board to report on project status or give notice upon reaching a specific project milestone. Memoranda and email notices provided to the Board during the previous quarter are included as Attachment 2.

**ATTACHMENTS:**

1. Capital Projects Quarterly Report
2. Correspondence to full Board on Capital Projects related information.

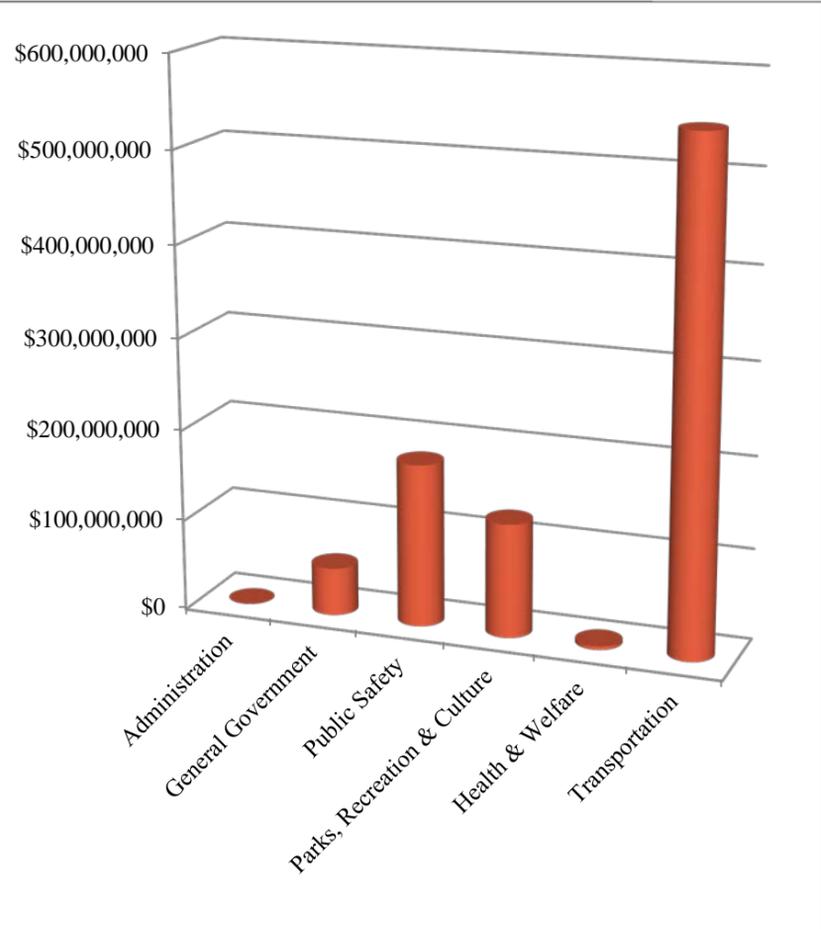


PROJECT INFORMATION

Project Report	<b>CAPITAL IMPROVEMENT PROGRAM - CAPITAL PROJECT REPORT</b>
Department Mission	The Department of Transportation & Capital Infrastructure implements the Board of Supervisors' vision and direction while protecting the County's interests and financial resources through planning, administration, management and coordination of transportation services and capital infrastructure projects. The Department manages all facets of the Capital Improvement Program in providing safe, functional, cost effective, energy efficient and environmentally sustainable facilities that serve the citizens and employees of Loudoun County. The Department ensures the County develops public facilities that meet or exceed all federal, state, and local codes and Board of Supervisors' policies.
Report Period	2nd Quarter FY 2016
Active Capital Project Budget Total	\$907,078,135
Department Director	Joe Kroboth, DTCI 703.771.5107 Joe.Kroboth@loudoun.gov
Capital Planning, Budget and Policy Division	Daniel Csizmar, DTCI 703.771.5997 Daniel.Csizmar@loudoun.gov
Capital Budget Analyst	Julie Crim, DTCI 703.737.8657 Julie.Crim@loudoun.gov
Capital Budget Analyst	Peter Malgieri, DTCI 703.737.8240 Peter.Malgieri@loudoun.gov
Capital Budget Accountant	Harvey Cornwell, DTCI 703.737.8901 Harvey.Cornwell@loudoun.gov

PROJECT BUDGET & SCHEDULE

Current Active Capital Budgets by Functional CIP Area	
Administration	\$0
General Government	\$52,767,950
Public Safety	\$178,574,265
Parks, Recreation & Culture	\$125,286,920
Health & Welfare	\$3,853,900
Transportation	\$546,595,100
<b>Total Active CIP Budgets:</b>	<b>\$907,078,135</b>
<b>Total Active CIP Projects:</b>	<b>228</b>



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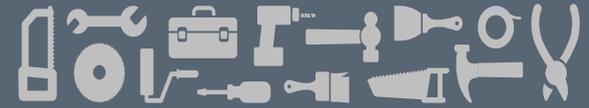
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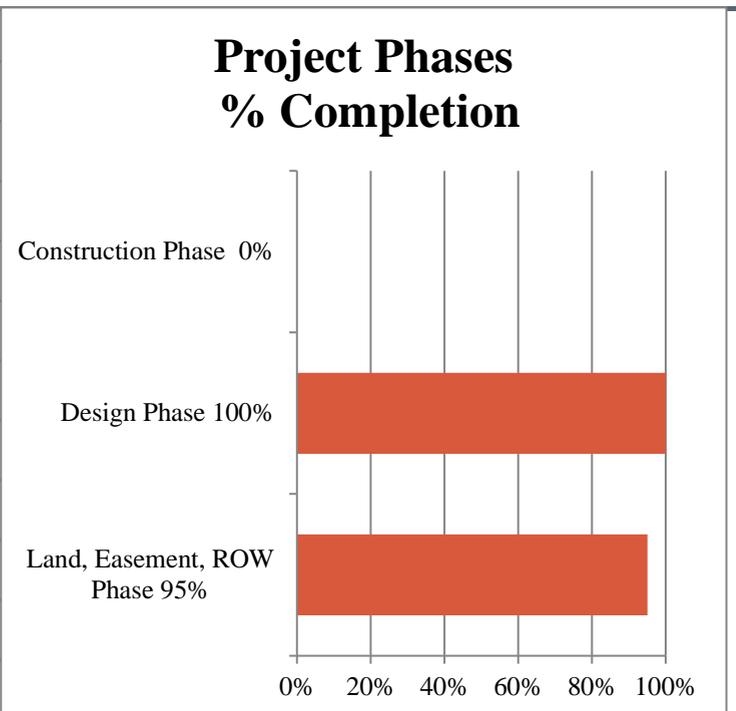


**PROJECT INFORMATION**

Project Name	<b>ALLDER SCHOOL ROAD IMPROVEMENTS</b>
Project Description	The project designs and paves Allder School Road (Route 711) from Woodgrove Road (Route 719) to Hillsboro Road (Route 690). The scope includes a bridge over the South Fork of the Catoclin Creek.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Kent Marris, DTCI 571.258.3182 Kent.Marris@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,135,800
Construction	\$6,808,750
FFE	\$0
Land	\$451,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$8,395,550</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	95%
Design Phase	100%
Construction Phase	0%
FFE Phase	N/A
<b>ROW/Land Acquisition Phase Completion:</b>	<b>Spring/Summer 2016</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$6,617,000
Local Tax Funding	\$1,778,550
<b>Total Revenue</b>	<b>\$8,395,550</b>



**Project Status Update:**

As of this report, 18 of the 20 needed easements are finalized and recorded with the remaining two easements requiring one final third-party signature each for completion (a trustee and a mortgage company). In this quarter, processing of deeds and plats continued in order to finalize the land/right-of-way (ROW) acquisition process. Meetings were held on December 15 and 16, 2015 with Verizon, the Town of Purcellville, and Dominion VA Power to finalize utility relocation arrangements. In the next quarter, clearing will begin for Spring and Summer 2016 utility relocation work. The Invitation for Bid (IFB) for road construction will be issued in Spring/Summer 2016 so road construction can begin Fall 2016 after the utilities are relocated.

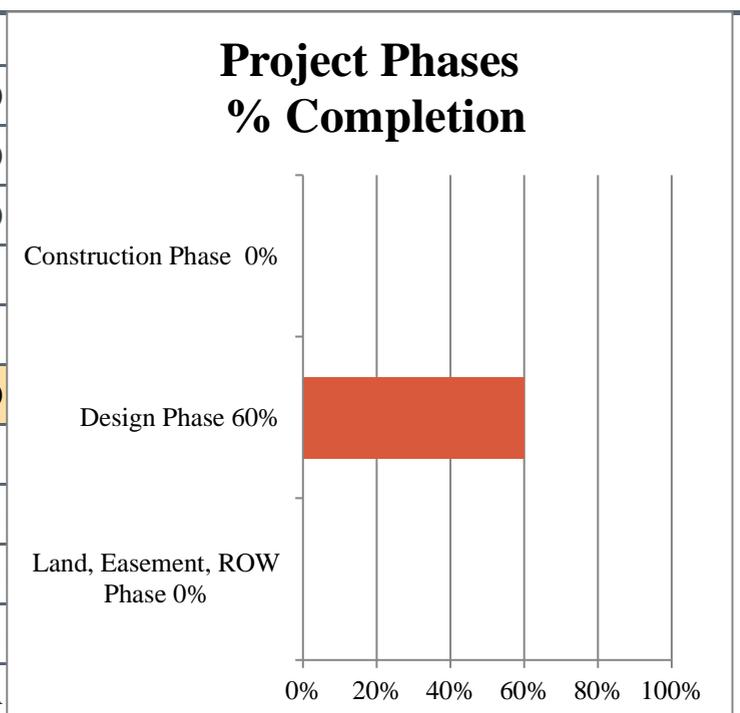


**PROJECT INFORMATION**

Project Name	<b>BELMONT RIDGE ROAD IMPROVEMENTS - GLOUCESTER TO HAY</b>
Project Description	This project provides for VDOT to administer a design-build project for the widening of Belmont Ridge Road from Gloucester Parkway to Hay Road from two lanes to a four lane divided road section. The project includes a bridge over the W&OD trail.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Terrie Laycock, DTCI 703.777.0553 Terrie.Laycock@loudoun.gov
DTCI Contact	Susan Glass, DTCI 703.777.0251 Susan.Glass@loudoun.gov
Election District	Ashburn
Supervisor	Buona

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$2,100,000
Design/Build	\$45,915,800
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$48,015,800</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	60%
Construction Phase	0%
FFE Phase	N/A
<b>Design/Build Completion:</b>	<b>Fall 2018</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$2,100,000
Local Tax Funding	\$13,000,000
Revenue Sharing	\$1,831,400
Cash Proffers	\$279,000
NVTA 2014 70% Regional Funds	\$20,000,000
NVTA 2014 30% Local Funds	\$10,805,400
<b>Total Revenue</b>	<b>\$48,015,800</b>



**Project Status Update:**

This is a VDOT Administered design-build project awarded to the Dewberry/Shirley Contracting team. The project is in the design phase with work commencing on the preparation of the 60% design plans. In this quarter, aerial mapping, utility designations, wetland delineations and property research has been completed. In the next quarter, the design-build team will be working on geotechnical investigations, the drainage inventory, and field surveys. They are coordinating construction issues with Ashburn Overlook, NoVa Parks, Loudoun Water and the Route 7/Route 659 Interchange project. A utility field inspection is planned for early 2016. Research on proffers and open space easements will be coordinated with County staff. Environmental permitting efforts are also underway. A Northern Long Eared Bat survey will be conducted between May 15 and August 15, 2016.

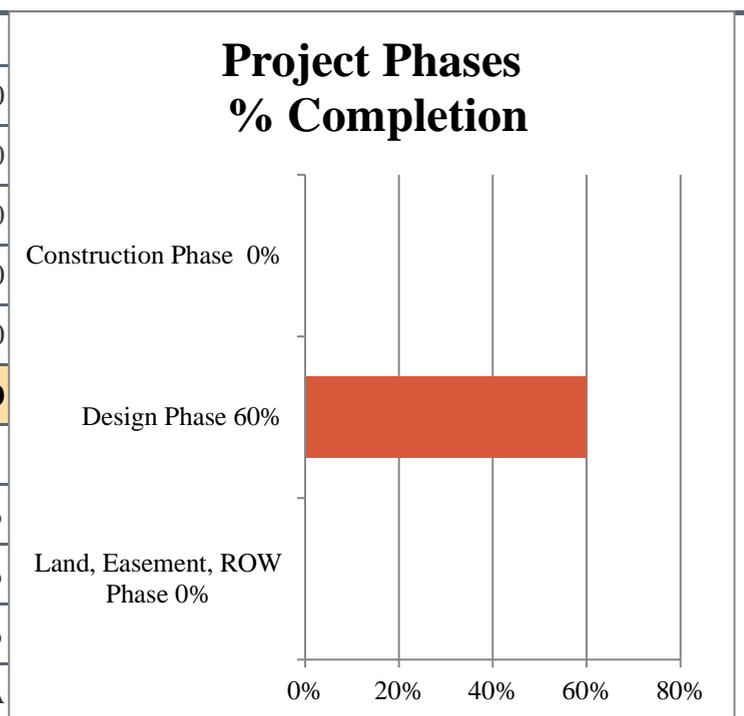


**PROJECT INFORMATION**

Project Name	<b>BELMONT RIDGE ROAD IMPROVEMENTS TRURO PARISH TO CROSON</b>
Project Description	This project provides for the design and construction of two additional lanes to Belmont Ridge Road from Truro Parish Road to Croson Lane.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Broad Run, Blue Ridge, Dulles
Supervisor	Meyer, Buffington, Letourneau

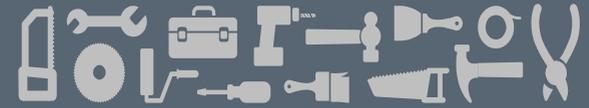
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,229,900
Construction	\$19,933,100
FFE	\$0
Land	\$1,700,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$22,863,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	60%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
GO Bonds	\$1,080,000
Local Tax Funding	\$1,000,000
Cash Proffers	\$1,283,000
NVTA 70% (Regional)	\$19,500,000
<b>Total Revenue</b>	<b>\$22,863,000</b>



**Project Status Update:**

In addition to road improvements, this project includes the installation of a traffic signal at the Belmont Ridge Road/Croson Lane intersection. Since the signal design is complete and approved by VDOT, the signal will be constructed ahead of the road improvements. In this quarter, VDOT and Building & Development comments were received for the 60% design plans and the design consultant, Dewberry, is addressing the comments. On November 20, 2015 a formal coordination meeting was held with all the utilities in the project corridor and the utilities are developing costs to perform utility relocations. Title reports were ordered to facilitate land acquisition. DTCI staff and Dewberry continue to communicate with affected HOAs on design issues and to discuss land acquisition needs. Preparation of an Invitation for Bid (IFB) was initiated for the signal. In the next quarter, the design will continue toward 75%, utility relocation coordination will continue, land acquisition discussions will continue with affected property owners, and an IFB to construct the Belmont Ridge Road/Croson Lane signal will be advertised. The traffic signal construction is targeted to begin in Spring 2016.

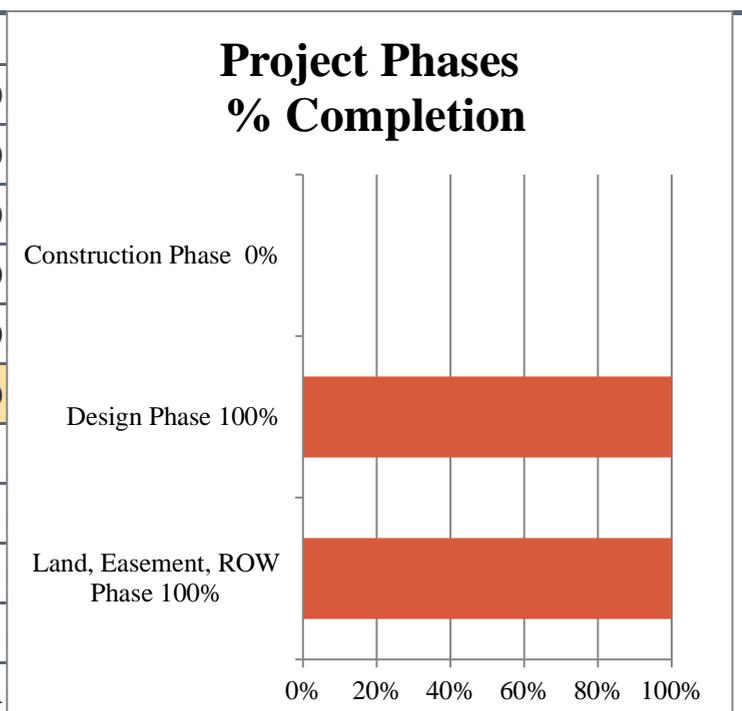


**PROJECT INFORMATION**

Project Name	<b>CLAIBORNE PARKWAY</b>
Project Description	This project constructs Claiborne Parkway as a four lane median divided road between Ryan Road and Croson Lane.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	Gary Pozzouli, DTCI 571.258.3380 Gary.Pozzouli@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$587,000
Construction	\$7,041,700
FFE	\$0
Land	\$156,750
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$7,785,450</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 100%	100%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Completion:</b>	<b>Winter 2017</b>
<b>Project Revenue(s)</b>	
State Revenue Sharing	\$3,400,000
Gas Tax	\$3,400,000
Cash Proffers	\$985,450
<b>Total Revenue</b>	<b>\$7,785,450</b>



**Project Status Update:**

In this quarter, the draft Invitation for Bid (IFB) for construction was reviewed and finalized by DTCI, Procurement and the County Attorney's Office and discussions with Columbia Gas have continued in regard to a possible vertical utility relocation required for the project. Due to the ongoing issues with Columbia Gas, DTCI cannot send the draft IFB to VDOT for review as a complete Right of Way (ROW) Certification must accompany the draft. ROW cannot be cleared until all utility issues have been resolved. DTCI is working closely with Procurement and the County Attorney's Office to expedite review and approval of the agreement required by Columbia Gas and finalize price. Additionally this quarter, the signage agreed to with the Forest Manor HOA was installed. Next quarter, the Columbia Gas agreement will be finalized, the draft ROW Certification will be finalized and the draft IFB will then be sent to VDOT for review. VDOT authorization to advertise for construction is required as the project is a Revenue Share project. Based on this delay, it is now projected that construction will begin Summer 2016. A 16 month construction duration is planned.

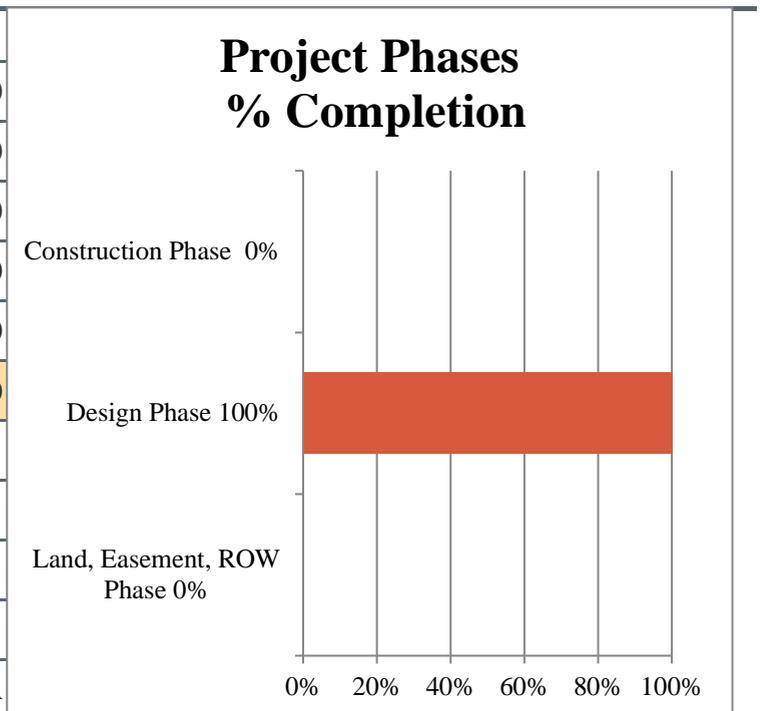


**PROJECT INFORMATION**

Project Name	<b>CROSON LANE - OLD RYAN ROAD TO ROUTE 772 METRO STATION</b>
Project Description	This project provides for the construction of Croson Lane from Old Ryan Road to the future Route 772 Metro Station. The road will be designed and constructed to VDOT standards and will become part of the VDOT system for maintenance.
Project Type	Roads & Bridges
Project Phase Funding	Construction Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	McKinley Jones, DTCI 571.258.3611 McKinley.Jones@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$433,600
Construction	\$5,219,900
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$5,653,500</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Spring 2017</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$200,000
Local Tax Funding-Roads	\$600,000
Cash Proffers	\$4,853,500
<b>Total Revenue</b>	<b>\$5,653,500</b>



**Project Status Update:**

The design of Croson Lane was prepared by Dewberry under contract to the Claude Moore Charitable Foundation. In this quarter, on October 21, 2015, the Board of Supervisors approved the contract award for William A. Hazel, Inc. in the amount of \$4,715,779. A Kick Off Meeting was held on November 4, 2015 and a Pre-Construction Meeting was held on December 9, 2015 and Notice to Proceed was issued. The overall construction duration for the project is planned for 12 months, however the winter start may delay completion until Spring 2017. In the next quarter, the contractor will mobilize onsite and begin Erosion & Sediment (E&S) measures. Earthwork will begin and continue through the winter months, weather pending.



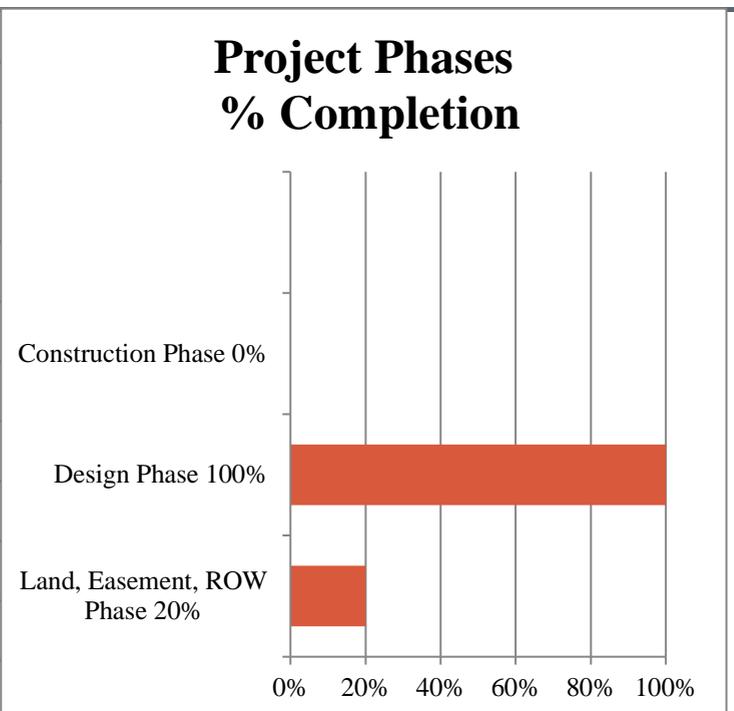


**PROJECT INFORMATION**

Project Name	<b>CROSSTRAIL BOULEVARD - SEGMENT B</b>
Project Description	The project entails the design and construction of Crosstrail Boulevard Segment B. Segment B is from Kincaid Boulevard to Russell Branch Parkway. Crosstrail Boulevard is proposed as a four lane divided highway. Appropriations for right-of-way acquisition are planned in FY 2017 with construction appropriations in FY 2019.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

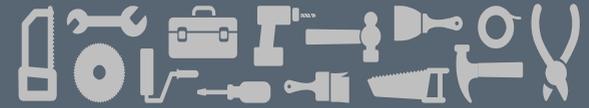
<b>Budget*</b>	
Design	\$0
Construction	\$0
FFE	\$0
Land	\$0
Profferd Land	\$0
<b>Total Project Cost:</b>	<b>\$0</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 20%	20%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Land Acquisition Phase Completion:</b>	<b>Summer/Fall 2016</b>
<b>Project Revenue(s)*</b>	
Lease Revenue Financing	\$0
Local Tax Funding	\$0
<b>Revenue Total</b>	<b>\$0</b>



**Project Status Update:**

In this quarter, a Memorandum of Agreement (MOA) between the Tuscarora Crossing applicant, Hunter Lee Center and the Loudoun County Zoning Administrator was signed clarifying Hunter Lee Center's proffer obligation to acquire right-of-way for this section of Crosstrail Boulevard. The MOA states Hunter Lee Center will attempt to acquire right-of-way for six months following the approval of the road plans or until September 1, 2016, whichever comes first. In this quarter, the design consultant, Dewberry prepared revised 100% road plans and submitted them to VDOT, Building & Development (B&D) and the Town of Leesburg on October 27, 2015. VDOT approved the plans on December 17, 2015. In the next quarter approval of the 100% plans by B&D and the Town is anticipated.

\*Design budget for Segment B was funded in Segment A1.

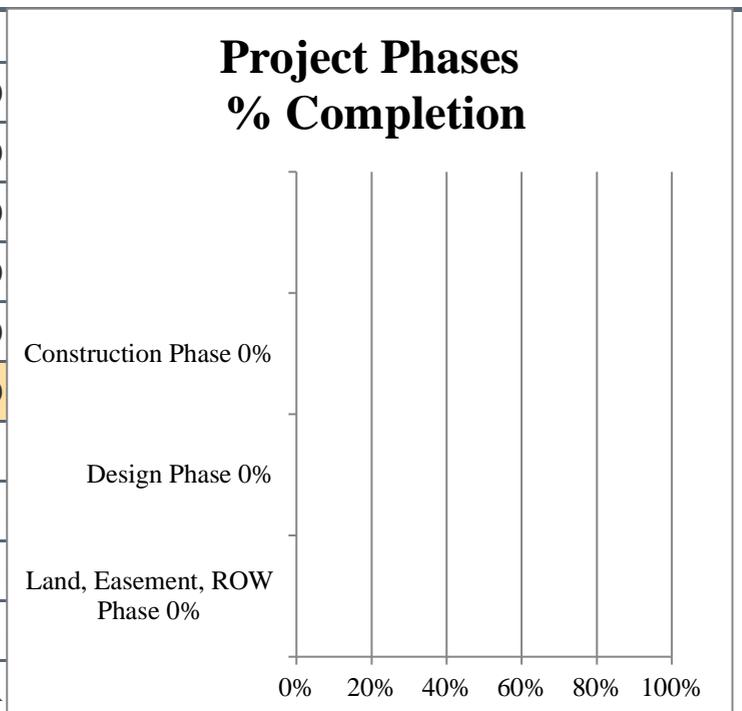


**PROJECT INFORMATION**

Project Name	<b>FARMWELL ROAD WIDENING - SMITH SWITCH TO ASHBURN ROAD</b>
Project Description	This project provides for the design, right-of-way acquisition and widening of Farmwell Road from Smith Switch to Ashburn Road. The project will widen the existing road to a six-lane urban major collector.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Bruce Thornberry, DTCI 703-737-8821 Bruce.Thornberry@loudoun.gov
Election District	Ashburn, Broad Run
Supervisor	Buona, Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget*</b>	
Design	\$2,468,850
Construction	\$5,145,150
FFE	\$0
Land	\$250,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$7,864,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design Phase 0%	0%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)*</b>	
Revenue Sharing	\$3,500,000
NVTA 30% (Local)	\$3,500,000
Cash Proffers	\$864,000
Revenue Total	\$7,864,000



**Project Status Update:**

In this quarter, a Purchase Order was issued to task order design consultant, Wallace Montgomery, on November 23, 2015 to begin design. DTCI staff held a project kick-off meeting with Wallace Montgomery, their associated subconsultants, and VDOT on December 2, 2015 to review the project objectives and to set a schedule for the design process. In the next quarter, Wallace Montgomery will develop a design schedule and initiate surveying of the project corridor, environmental assessments, and underground utility locating.

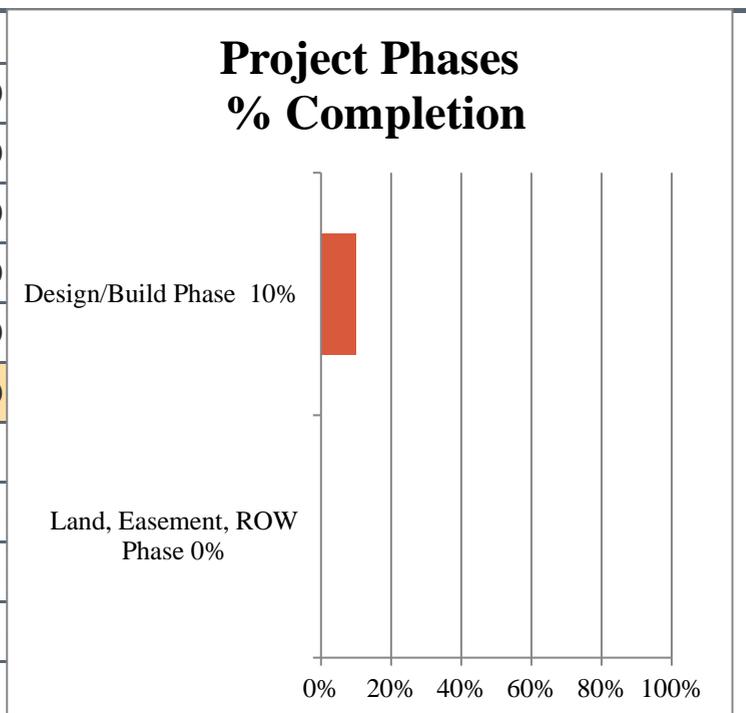


**PROJECT INFORMATION**

Project Name	<b>GEORGE WASHINGTON BOULEVARD OVERPASS</b>
Project Description	This project provides for the design, right-of-way acquisition and construction of George Washington Boulevard over Harry Byrd Highway (Route 7) with connection to Russell Branch Parkway south of Route 7. VDOT will administer the design and construction of this project.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Terrie Laycock, DTCI 703.777.0553 Terrie.Laycock@loudoun.gov
DTCI Contact	Susan Glass, DTCI 703.777.0251 Susan.Glass@loudoun.gov
Election District	Algonkian
Supervisor	Volpe

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$1,367,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$1,367,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design/Build Phase 10%	10%
Construction Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Fall 2018</b>
<b>Project Revenue(s)</b>	
RSTP Grant	\$1,367,000
<b>Total Revenue</b>	<b>\$1,367,000</b>



**Project Status Update:**

This is a Virginia Department of Transportation (VDOT) administered design-build project. The project is in the design phase and is 10% complete. In this quarter, VDOT conducted and completed location survey work and began design. Since this project is federally funded, an Environmental Assessment document is being prepared and is underway. In the next quarter, a preliminary field inspection is planned. The construction advertisement is planned for April 2019.

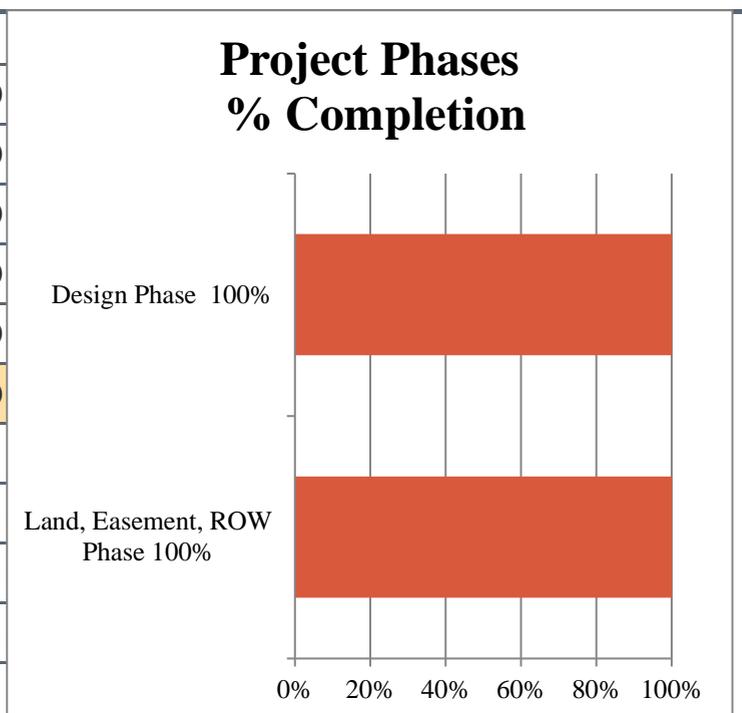


**PROJECT INFORMATION**

Project Name	<b>GLOUCESTER PARKWAY</b>
Project Description	This project designs and constructs a four-lane missing link of Gloucester Parkway between Loudoun County Parkway and Pacific Boulevard. This project is being administered by VDOT as a design-build project.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Terrie Laycock, DTCI 703.777.0553 Terrie.Laycock@loudoun.gov
DTCI Contact	Susan Glass, DTCI 703.777.0251 Susan.Glass@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

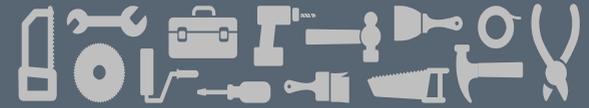
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$40,000,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$40,000,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 100%	100%
Design Phase 100%	100%
Construction Phase 60%	60%
<b>Construction Phase Completion: Summer 2016</b>	
<b>Project Revenue(s)</b>	
Local Tax Funding	\$40,000,000
<b>Total Revenue \$40,000,000</b>	



**Project Status Update:**

This is a VDOT Administered project awarded to the design-build team of Dewberry/Shirley Contracting. Construction work is underway and is 60% complete. In this quarter, bridge construction continued and the four-lane widening of Loudoun County Parkway constructed by Lerner Enterprises was opened to traffic in late October 2015. Next quarter, the intersection improvements at Gloucester Parkway and Loudoun County Parkway will commence in February 2016. The project is planned for completion in August 2016.

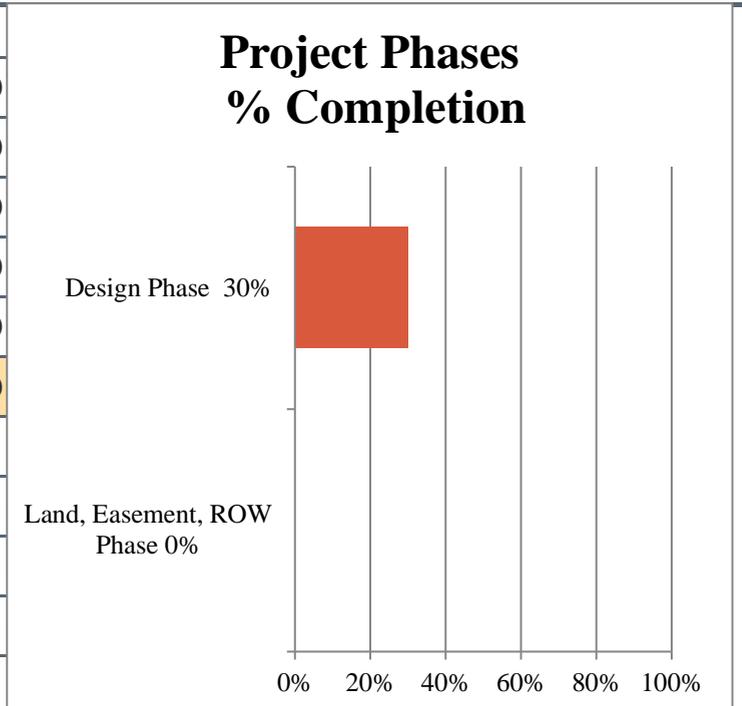


**PROJECT INFORMATION**

Project Name	<b>METRO PARKING STRUCTURES</b>
Project Description	This project designs three Metro parking structures to serve the two Metro Silver Line stations in Loudoun County.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase
Program Department Contact	Joe Kroboth, DTCI 703.771.5107 Joe.Kroboth@loudoun.gov
DTCI Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$2,981,800
Construction	\$130,018,200
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$133,000,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	30%
Construction Phase	0%
<b>Design Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$3,000,000
Lease Revenue Bonds	\$130,000,000
<b>Total Revenue</b>	<b>\$133,000,000</b>



**Project Status Update:**

In this quarter, the Ashburn South garage Special Exception (SPEX) and a Comprehensive Agreement with Comstock to construct and operate the Ashburn North garage were approved by the Board of Supervisors at its December 9, 2015 public hearing. The Board approved Comstock's Zoning Concept Plan Amendment (ZCPA) and SPEX for the Ashburn North garage at its December 16, 2015 business meeting. In the next quarter, County staff will be working with Nexus to finalize a Comprehensive Agreement and to obtain garage design details so DTCI and its design consultant, Grimm & Parker can prepare Site Plan drawings for the Ashburn South and Loudoun Gateway garages. Completion of the design phase is anticipated for Summer 2016.



**PROJECT INFORMATION**

Project Name	<b>MOOREFIELD BOULEVARD - CROSON LANE TO METRO CENTER DRIVE</b>
Project Description	This project provides for the planning, design, right-of-way acquisition and construction of Moorefield Boulevard from Croson Lane to Metro Center Drive.
Project Type	Roads & Bridges
Project Phase Funding	Construction Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	Gary Pozzouli, DTCI 571.258.3380 Gary.Pozzouli@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>		<div style="text-align: center;"> <h3>Project Phases % Completion</h3> </div>
Design	\$0	
Construction	\$0	
FFE	\$0	
Land		
Proffered Land		
<b>Total Project Cost:</b>	<b>\$0</b>	
<b>Project Phase Progress:</b>		
Land, Easement, ROW Phase N/A	N/A	
Design Phase 0%	0%	
Construction Phase 0%	0%	
FFE Phase	N/A	
<b>Phase Completion:</b>		
<b>Project Revenue(s)</b>		
Local Tax Funding	\$0	
Cash Proffers	\$0	
Total Revenue	\$0	

**Project Status Update:**

This project's scope of work and budget have been incorporated into the design-build contract being solicited by the County for the Route 772 Connector Bridge. The project's detailed status and budget are reported with the Route 772 Connector Bridge project.

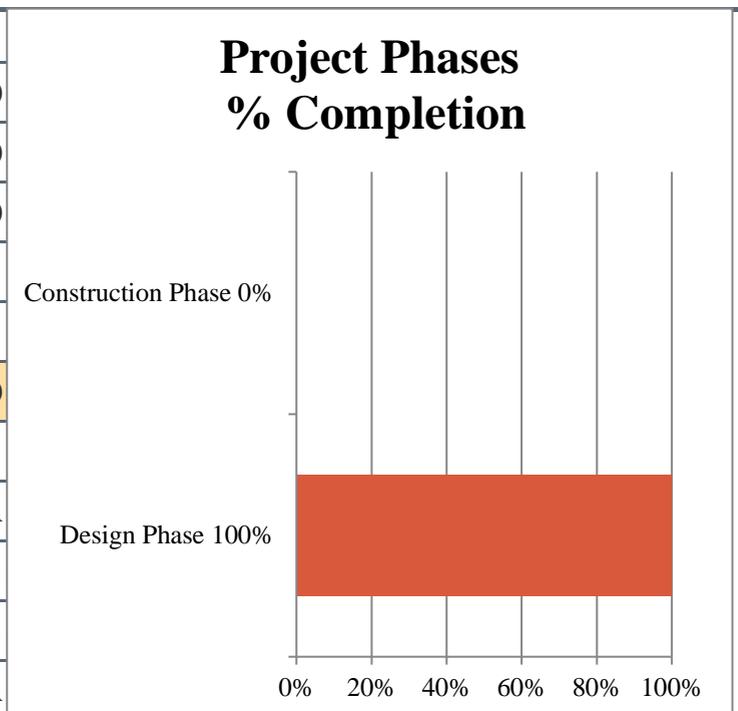


**PROJECT INFORMATION**

Project Name	<b>MOOREVIEW PARKWAY</b>
Project Description	This project constructs the segment of Mooreview Parkway between Croson Lane and Old Ryan Road. This segment is an important link for access to Moorefield Station Elementary School, Moorefield Community Park and the future Metro-Rail Station.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	McKinley Jones, DTCI 571-258-3611 McKinley.Jones@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$605,800
Construction	\$5,694,200
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$6,300,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2017</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$6,300,000
<b>Total Revenue</b>	<b>\$6,300,000</b>



**Project Status Update:**

In this quarter, DTCI staff and Atapco Properties have discussed opportunities for Atapco to construct the Old Ryan Road portion of the project, an agreement has been drafted and will be presented to the Board of Supervisors in January 2016. Additionally, discussions with Columbia Gas have continued for relocation of two gas transmission lines and DTCI has been working closely with Procurement and the County Attorney's Office on a draft agreement with Columbia Gas. In the next quarter, the agreement with Columbia Gas will be finalized and the draft agreement with Atapco will be presented to the Board. The Invitation for Bid (IFB) will be updated and planned for issuance in late Winter 2016 targeting a late Spring 2016 construction start following Columbia Gas' relocation work.

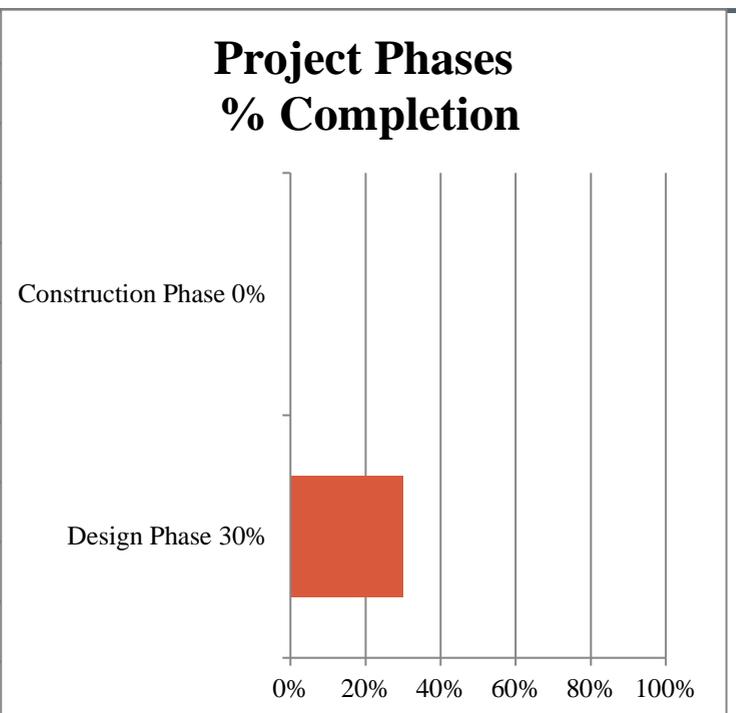


**PROJECT INFORMATION**

Project Name	<b>NORTHSTAR BOULEVARD - ROUTE 50 TO TALL CEDARS PARKWAY</b>
Project Description	This project provides for the planning, design, right-of-way acquisition and construction of a minor arterial roadway from John Mosby Highway (Route 50) to Tall Cedars Parkway.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$4,250,000
Construction	\$182,000
FFE	\$0
Land	\$1,000,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$5,432,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design Phase 30%	30%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Winter 2017</b>
<b>Project Revenue(s)</b>	
Revenue Sharing	\$2,350,000
NVTA 30% (Local)	\$2,350,000
Cash Proffers	\$732,000
<b>Total Revenue</b>	<b>\$5,432,000</b>



**Project Status Update:**

In this quarter, design reached 30% and a Public Information Meeting was held on December 15, 2015 to present the proposed design to the public. In the next quarter, the design consultant, J2 Engineers, will submit a floodplain study to Building & Development, will coordinate a meeting with utility providers to identify potential utility relocations, and advance the design to 60%. An item will also be prepared for the Board of Supervisors to endorse the proposed road design. Completion of the design phase is anticipated in Winter 2017.

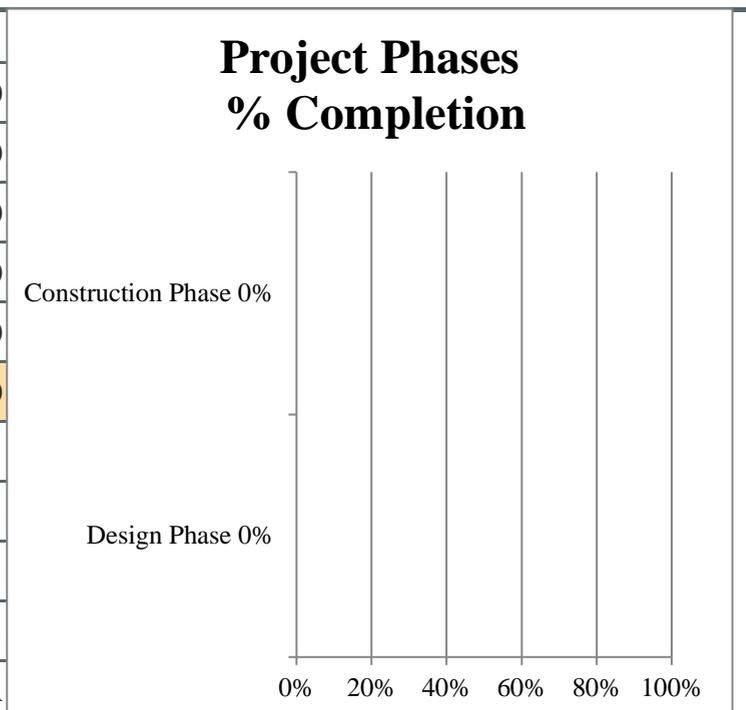


**PROJECT INFORMATION**

Project Name	<b>NORTHSTAR BOULEVARD - SHREVEPORT DRIVE TO ROUTE 50</b>
Project Description	This project provides for the planning, design, right-of-way acquisition and construction of a minor arterial roadway from Shreveport Drive to Route 50.
Project Type	Roads & Bridges
Project Phase Funding	Deign Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$5,000,000
Construction	\$4,459,000
FFE	\$0
Land	\$2,000,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$11,459,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design Phase 0%	0%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$3,300,000
Revenue Sharing	\$3,200,000
NVTA 70% (Regional)	\$204,000
NVTA 30% (Local)	\$4,755,000
<b>Total Revenue</b>	<b>\$11,459,000</b>



**Project Status Update:**

In this quarter, County staff continued negotiations with the developer of Brambleton to determine the horizontal road alignment. When agreement is reached on the horizontal alignment between Brambleton and the adjacent property owners, a Request for Proposal (RFP) will be issued to solicit proposals from engineering consultants to design the road segment. After a design consultant is selected and awarded a contract, the design consultant and DTCI staff will work with adjacent owners to identify land acquisition and environmental constraints. The design phase completion cannot be determined until negotiations are completed on the road alignment.

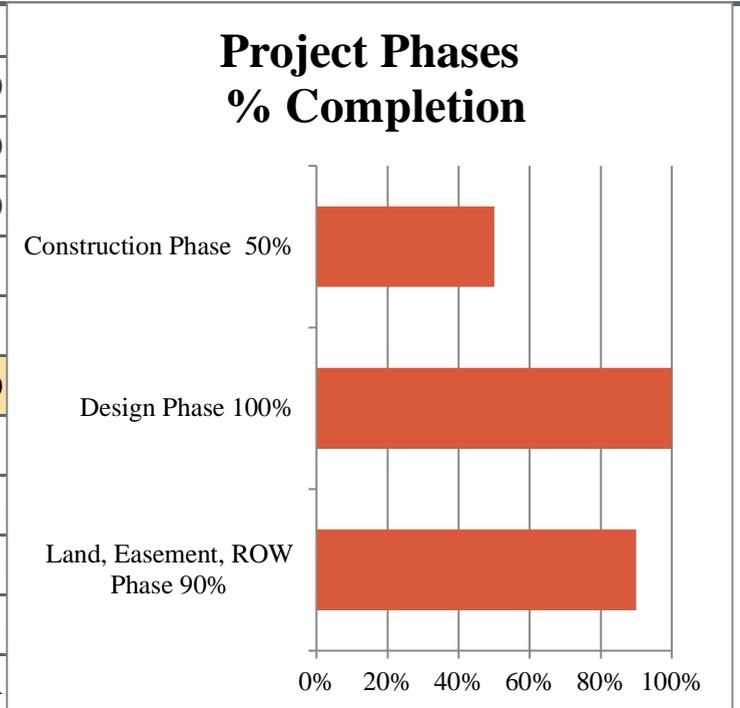


**PROJECT INFORMATION**

Project Name	<b>PLEASANT VALLEY DRIVE &amp; BRADDOCK ROAD INTERSECTION</b>
Project Description	This project designs and constructs a roundabout at the intersection of Pleasant Valley Drive and Braddock Road in Fairfax County. This project is being administered by VDOT as a design-build project.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase
Program Department Contact	Terrie Laycock, DTCI 571.271.7159 Terrie.Laycock@loudoun.gov
DTCI Contact	Terrie Laycock, DTCI 571.271.7159 Terrie.Laycock@loudoun.gov
Election District	Fairfax County Project Adjacent to Dulles District
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,000,000
Construction	\$200,000
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$1,200,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	90%
Design Phase	100%
Construction Phase	50%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Gas Tax	\$1,000,000
State Revenue Sharing	\$200,000
Revenue Total	\$1,200,000



**Project Status Update:**  
 This project is a VDOT Administered project awarded to the design-build team of WBCM/Fort Myer Construction. The project is proceeding through Right of Way (ROW) and construction simultaneously. This quarter, ROW is 90% complete and construction is approximately 50%. Next quarter, the design-build team will be working with NOVEC on utility relocation, continuing construction and closing out the ROW phase. Construction completion is anticipated for Spring 2016.

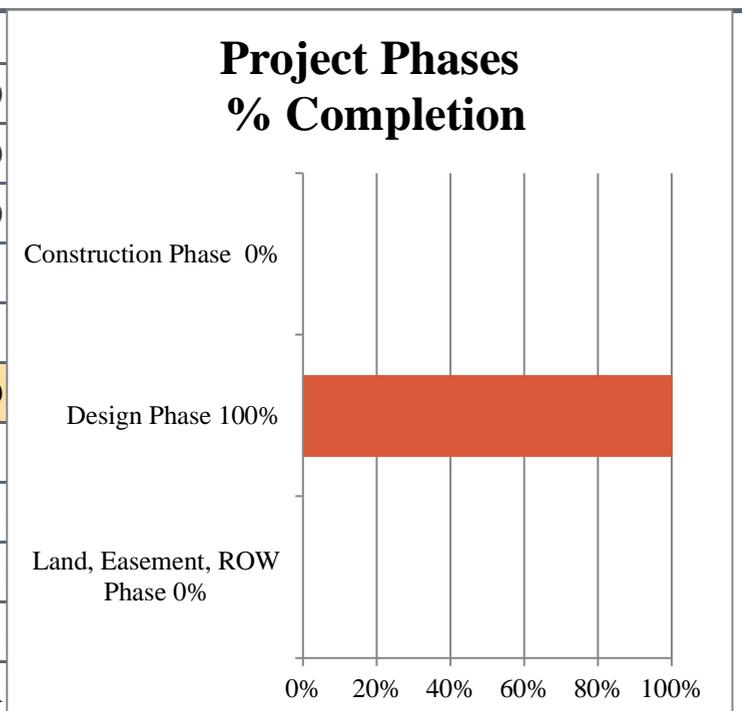


**PROJECT INFORMATION**

Project Name	<b>RIVERSIDE PARKWAY - LEXINGTON DRIVE TO JANELIA FARM</b>
Project Description	This provides funding for the construction of a four-lane divided roadway from Lexington Drive to Janelia Farm.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Bruce Thornberry, DTCI 703-737-8821 Bruce.Thornberry@loudoun.gov
Election District	Algonkian, Ashburn
Supervisor	Volpe, Buona

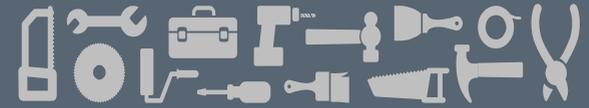
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$350,000
Construction	\$3,400,000
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$3,750,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	100%
Construction Phase	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2018</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$3,750,000
Revenue Total	\$3,750,000



**Project Status Update:**

In this quarter, revised plans adding trails to this segment of Riverside Parkway were approved by Building & Development (B&D) on October 23, 2015. One Loudoun Holdings, LLC and their contractor, Shirley Construction, provided DTCI staff a proposal to construct the Riverside Parkway improvements as part of the Route 7/Ashburn Village Boulevard interchange project. A reimbursement agreement was drafted between One Loudoun Holdings, LLC and the County to reimburse One Loudoun Holdings, LLC for constructing the road improvements on behalf of the County. The Board of Supervisors approved the reimbursement agreement at its December 2, 2015 business meeting. In the next quarter, wetland permitting and plat preparation will be finalized. Construction will commence once construction begins on the Route 7/Ashburn Village Boulevard interchange, with an anticipated completion date of Summer 2018.

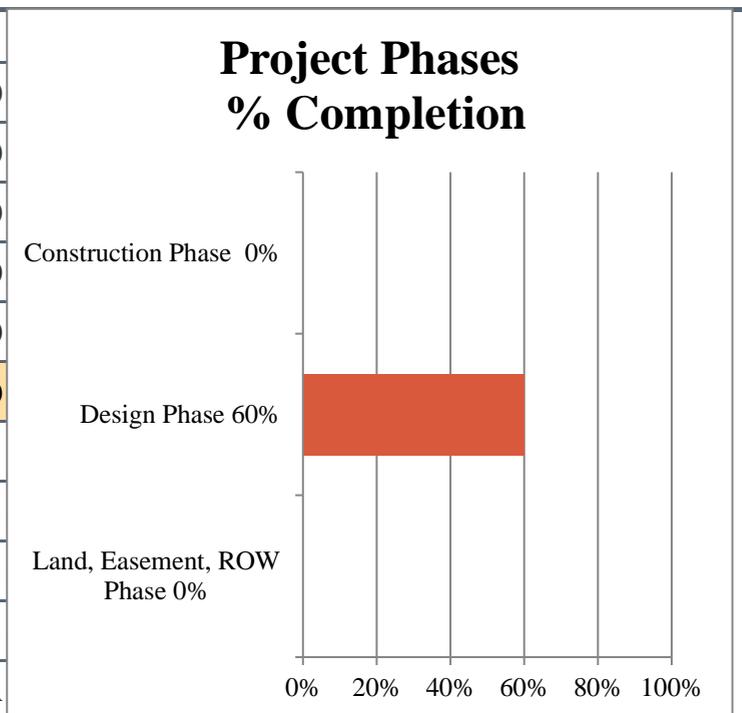


**PROJECT INFORMATION**

Project Name	<b>RIVERSIDE PARKWAY - LOUDOUN COUNTY PARKWAY TO LEXINGTON</b>
Project Description	This project funds the design and construction of a 4 lane divided road segment between Loudoun County Parkway and Lexington Drive, a new Loudoun Water main along Smith Circle, and a temporary traffic signal at Loudoun County Parkway and George Washington Boulevard.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Bruce Thornberry, DTCI 703.737.8821 Bruce.Thornberry@loudoun.gov
Election District	Algonkian
Supervisor	Volpe

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,548,900
Construction	\$12,125,500
FFE	\$0
Land	\$1,500,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$15,174,400</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	60%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$1,762,100
Revenue Sharing	\$7,412,300
NVTA 30% (Local)	\$6,000,000
Revenue Total	\$15,174,400



**Project Status Update:**

In this quarter, comments were received from Building & Development (B&D) and VDOT on the 60% road design. The design consultant, Rinker Design Associates, is addressing the comments and proceeding with the 90% design plans. Agreement negotiations continued between the County and Loudoun Water to have the County reimburse Loudoun Water to install a new Smith Circle water line. The water line design is at approximately 60%. Construction of the temporary signal at Loudoun County Parkway and George Washington Boulevard was completed and the signal went into full color operations on December 8, 2015. In the next quarter, the 90% road plans will be submitted to B&D and VDOT, land acquisition will commence, negotiations will continue between the County and Loudoun Water on the Smith Circle water line, and the temporary signal construction will be completed. Staff is also working with VDOT to address issues raised by VDOT regarding the use of revenue sharing funds for the water line portion of the project. Completion of the design phase is planned for Spring 2016.

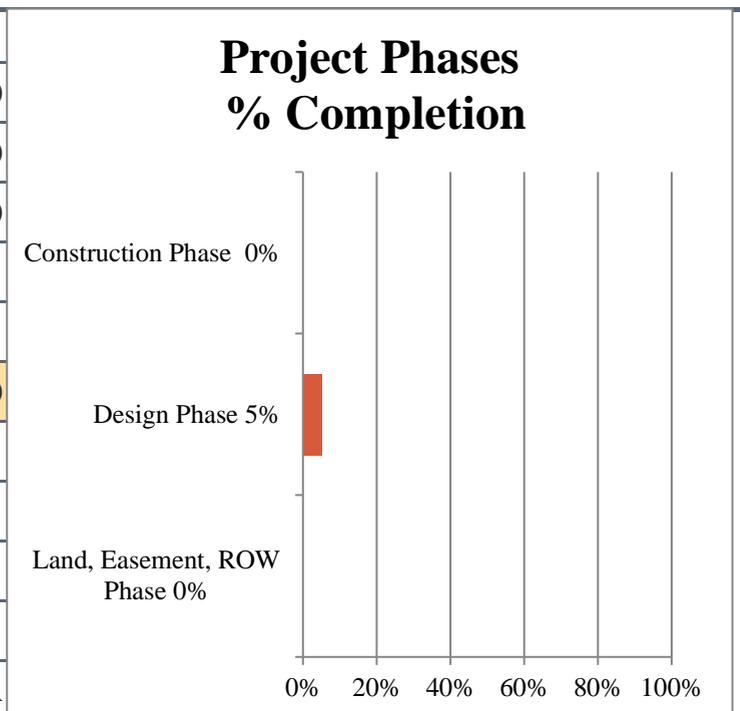


**PROJECT INFORMATION**

Project Name	<b>ROUTE 15 BYPASS AT EDWARDS FERRY ROAD</b>
Project Description	This project provides for funding for traffic engineering and an Interchange Justification Report (IJR) for an interchange at the Route 15 Bypass and Edwards Ferry Road in the Town of Leesburg. This project is being administered by the Town of Leesburg.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase
Program Department Contact	Tom Brandon, Town of Leesburg 703.737.6067 tbrandon@leesburgva.gov
DTCI Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
Election District	Leesburg
Supervisor	Umstattd

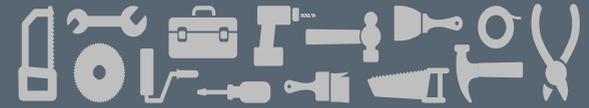
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,000,000
Construction	\$0
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$1,000,000</b>
<b>Project Development Schedule</b>	
Land, Easement, ROW Phase 0%	0%
Design Phase 5%	5%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Fall 2017</b>
<b>Project Revenue(s)</b>	
NVTA 70% (Regional)	\$1,000,000
<b>Total Revenue</b>	<b>\$1,000,000</b>



**Project Status Update:**

The Town of Leesburg has executed an agreement with VDOT to administer this project on the Town's behalf. The Town has also executed a reimbursement agreement with NVTA. In this quarter, a kick-off meeting was held with the design consultant, HNTB, and traffic counts were completed. In the next quarter, a Public Information Meeting is scheduled for February 2016. The Town anticipates the design process being completed in Fall 2017.

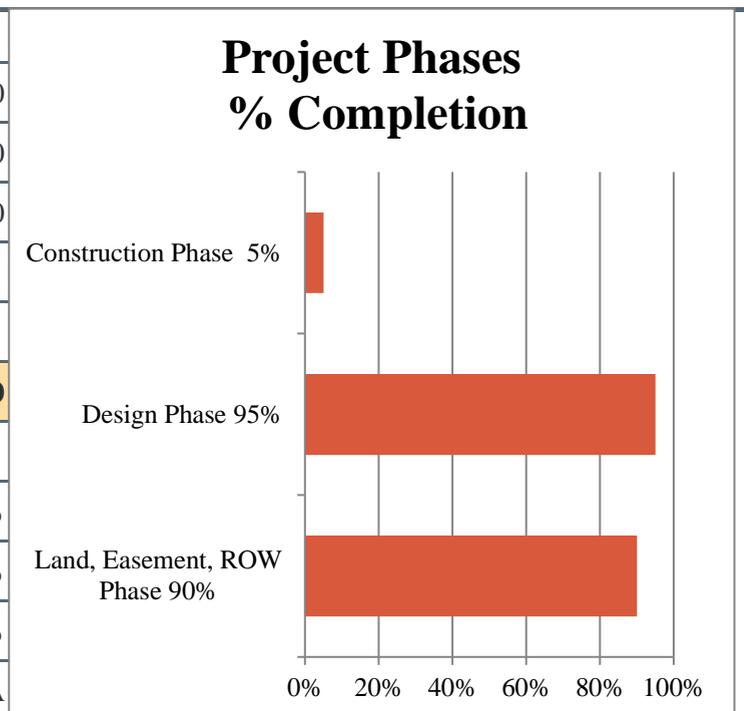


**PROJECT INFORMATION**

Project Name	<b>ROUTE 606 WIDENING</b>
Project Description	This project provides funding for preliminary engineering, design and construction of two additional lanes to widen Route 606 to four lanes from Evergreen Mills Road to the Dulles Greenway. This project is a joint partnership between Loudoun County, MWAA and VDOT to jointly fund the improvements.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Terrie Laycock, DTCI 571.271.7159 Terrie.Laycock@loudoun.gov
DTCI Contact	Susan Glass, DTCI 703.777.0251 Susan.Glass@loudoun.gov
Election District	Dulles, Blue Ridge
Supervisor	Letourneau, Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$31,711,750
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$31,711,750</b>
<b>Project Development Schedule</b>	
Land, Easement, ROW Phase 90%	90%
Design Phase 95%	95%
Construction Phase 5%	5%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Fall 2017</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$21,790,650
Cash Proffers	\$1,166,350
RSTP	\$8,754,750
<b>Total Revenue</b>	<b>\$31,711,750</b>



**Project Status Update:**

This is a VDOT Administered design-build contract awarded to the Dewberry/Shirley Contracting team. Construction commenced in September 2015 with clearing occurring along the project area. Construction has also begun of the bridge over the Horsepen Dam on the eastern end of the project. Some right-of-way (ROW) is still outstanding and negotiations are continuing with a few property owners including NOAA, Loudoun Valley Estates III HOA, Ten Acre LLC, Evergreen Commerce Center (Yardley Ridge) and Northwestern Mutual Life Insurance Company. Final design of the improvements to NOAA's property has begun, which include relocating the access road and moving some specialized equipment called Automated Surface Observing Systems (ASOS). The project is also working with Loudoun Water to obtain approval of the waterline betterment that will be installed in conjunction with the project. In the next quarter, it is anticipated that design will be completed for the triple left turn lane from westbound Route 606 onto southbound Loudoun County Parkway, which is being handled as a change order to the project. The estimated date for construction completion of this project is Fall 2017.

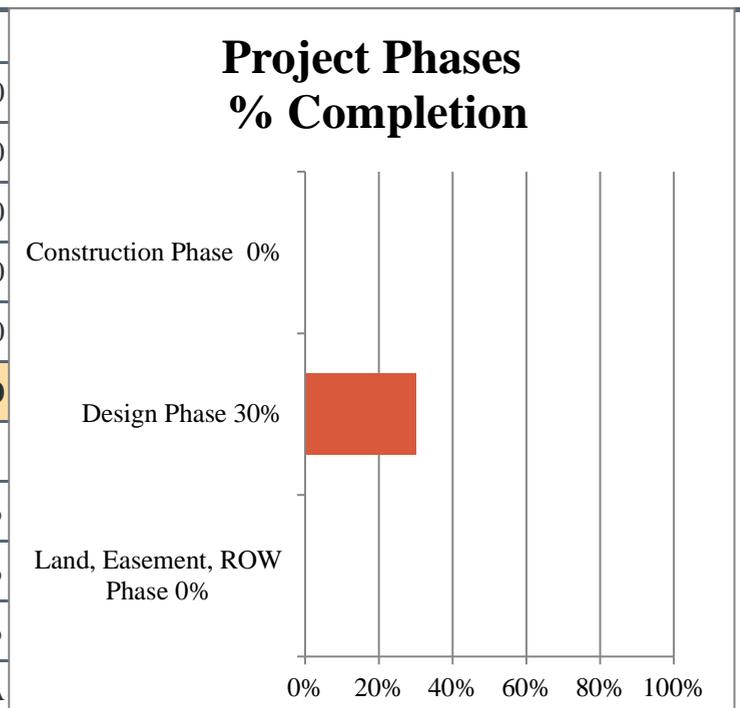


**PROJECT INFORMATION**

Project Name	<b>ROUTE 772 CONNECTOR BRIDGE</b>
Project Description	This project funds the design of the Route 772 Connector Bridge which connects Croson Lane on the western side of the Greenway to Shellhorn Road on the eastern side of the Greenway. The bridge is an integral connection to provide access to the planned parking garages for the Dulles Metrorail Station.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	Gary Pozzouli, DTCI 571.258.3380 Gary.Pozzouli@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,013,200
Construction	\$25,265,150
FFE	\$0
Land	\$250,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$26,528,350</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	30%
Construction Phase	0%
FFE Phase	N/A
<b>Design/Build Completion:</b>	<b>Winter 2018</b>
<b>Project Revenue(s)</b>	
Gas Tax	\$2,896,000
Local Tax Funding	\$2,925,000
Cash Proffers	\$2,498,000
Lease Revenue Financing	\$18,209,350
Revenue Total	\$26,528,350



**Project Status Update:**

In this quarter, the 30% bridge and roadway plans were finalized as the "bridging documents" for the design-build Request for Proposals (RFP) and the RFP was issued to the two short-listed teams on December 1, 2015. Additionally, this quarter, the center pier, which is located within the Greenway, was constructed by CRC. In the next quarter, proposals from the design-build teams will be received and evaluated for contract award. Construction completion is planned for Winter 2018.

\*The Moorefield Boulevard - Croson Lane to Metro Center Drive project scope of work and budget have been incorporated into the Design-Build contract being solicited by the County for the Route 772 Connector Bridge.

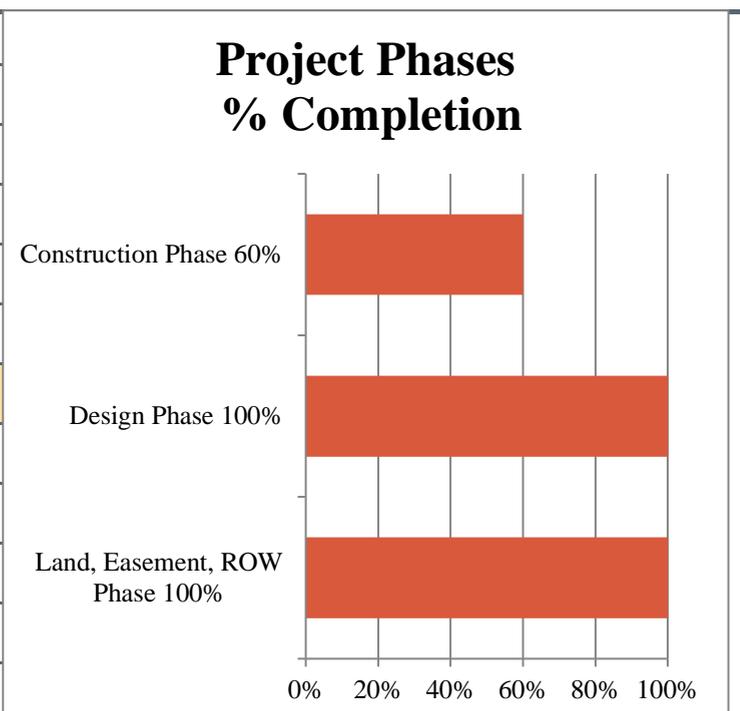


**PROJECT INFORMATION**

Project Name	<b>RUSSELL BRANCH PARKWAY - ASHBURN RD TO ASHBURN VILLAGE BLVD</b>
Project Description	This project funds the design and construction for the missing segment of Russell Branch Parkway between Ashburn Road and Ashburn Village Boulevard.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	Gary Pozzouli, DTCI 571.258.3380 Gary.Pozzouli@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$677,200
Construction	\$5,284,100
FFE	\$0
Land	\$51,100
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$6,012,400</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	100%
Design Phase	100%
Construction Phase	60%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$250,000
Gas Tax	\$2,364,400
Cash Proffers	\$3,398,000
Revenue Total	\$6,012,400



**Project Status Update:**

William A Hazel, Inc. was awarded the contract for construction in January 2015 and work is ongoing. In this quarter, the box culvert construction was completed and the underdrain work is nearing completion. Additionally this quarter, base paving was completed for 85% of the project. In the next quarter, fine grading (including fill at the medians) will occur, paving will continue and traffic signal activities will begin, weather pending. Construction completion is planned for Spring 2016.

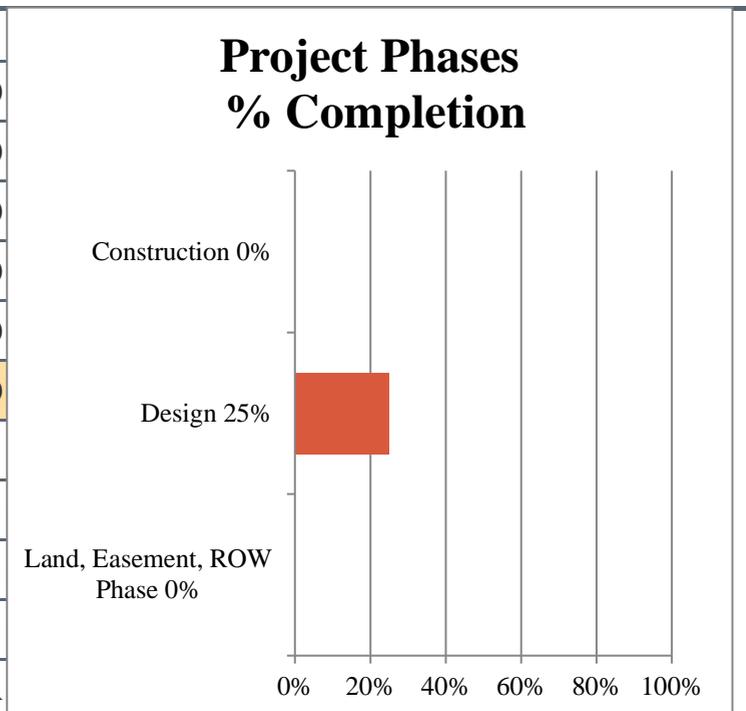


**PROJECT INFORMATION**

Project Name	<b>STERLING BOULEVARD EXTENSION</b>
Project Description	This project provides for the design, right-of-way acquisition and construction of Sterling Boulevard from Pacific Boulevard to Moran Road (Route 634). The project is a four lane urban major connector with divided median, associated turn lanes and shared used path. It will conform to VDOT standards for future assignment to the VDOT system for maintenance.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Bruce Thornberry, DTCI 703-737-8821 Bruce.Thornberry@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,841,850
Construction	\$10,313,600
FFE	\$0
Land	\$1,945,200
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$14,100,650</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design 25%	25%
Construction 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Spring 2017</b>
<b>Project Revenue(s)</b>	
Revenue Sharing	\$4,950,000
NVTA 30% (Local)	\$7,315,650
Land Sale	\$135,000
Local Tax Funding	\$1,700,000
<b>Total Revenue</b>	<b>\$14,100,650</b>



**Project Status Update:**

In this quarter, DTCI staff and the design consultant, ATCS, met with VDOT on October 20, 2015 to discuss the preliminary road alignment. VDOT was agreeable to design elements being proposed and ATCS is proceeding on the 30% road plans. The preliminary alignment is being coordinated with land development applications on adjacent properties. In the next quarter, 30% road plans will be submitted to Building & Development (B&D) and VDOT for review and coordination will continue with adjacent property owners. The design phase completion is anticipated in Spring 2017.

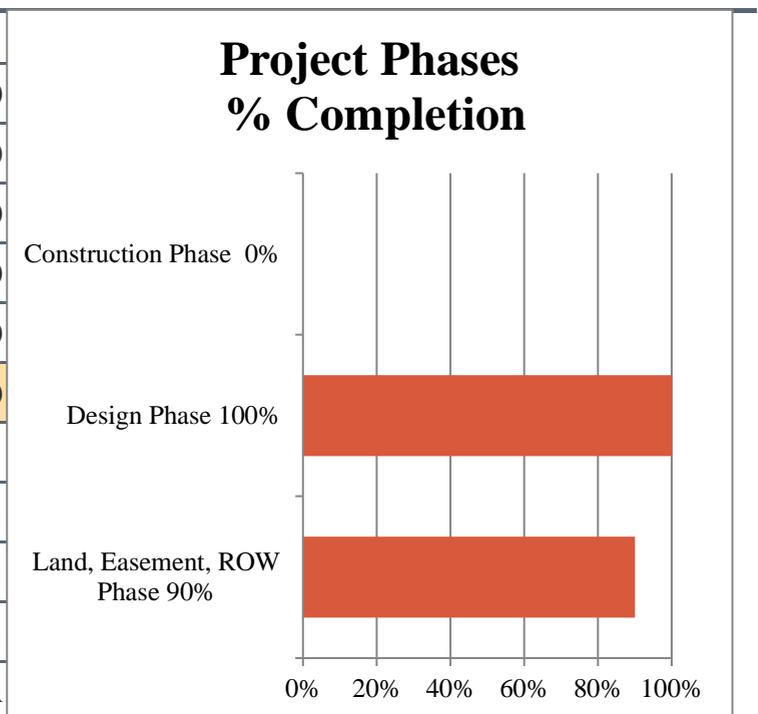


**PROJECT INFORMATION**

Project Name	<b>TALL CEDARS PARKWAY - PINEBROOK ROAD TO GUM SPRING ROAD</b>
Project Description	This project designs and constructs the missing 4 lane segment of Tall Cedars Parkway between Pinebrook Road and Gum Spring Road.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Bruce Thornberry, DTCI 703-737-8821 Bruce.Thornberry@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$744,200
Construction	\$7,435,700
FFE	\$0
Land	\$2,580,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$10,759,900</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	90%
Design Phase	100%
Construction Phase	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Fall 2017</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$10,759,900
Revenue Total	\$10,759,900



**Project Status Update:**

The construction plans were approved in July 2013. Land Acquisition was initiated Spring of 2014. Acquisition terms have been finalized with all the land owners and the Board of Supervisors has approved all deeds and plats needed for land acquisition. All but three of the Right of Way (ROW) dedications/easements have been finalized and recorded. Final signatures are being sought now on the remaining ROW dedication and easement deeds with recordation to occur once the deeds are signed by all parties. Once land acquisition is completed, the construction Invitation For Bid (IFB) will be finalized and advertised next quarter. The construction phase is planned for completion in Fall 2017.

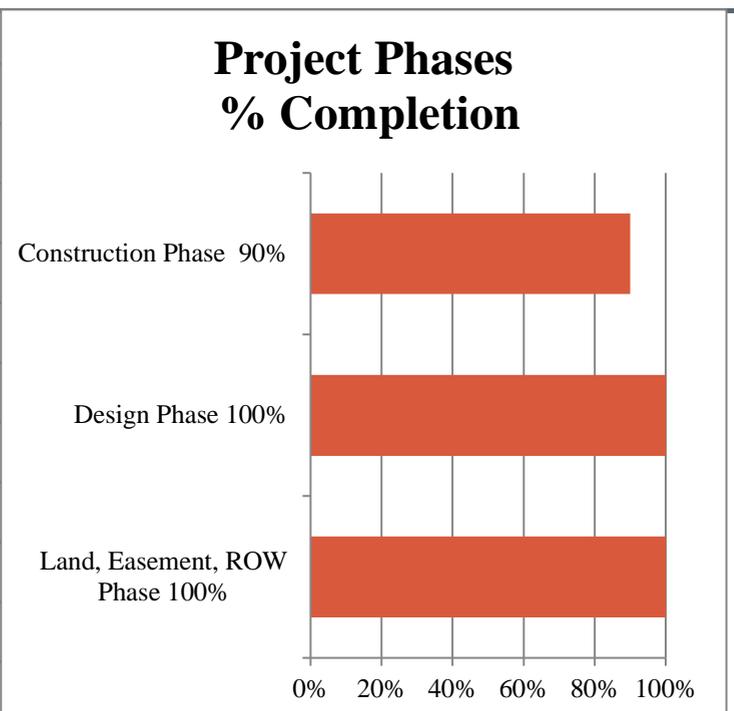


**PROJECT INFORMATION**

Project Name	<b>WAXPOOL ROAD - UNBRIDLED WAY TO FAULKNER PARKWAY</b>
Project Description	The project funds the design and construction to widen Waxpool Road (Route 625) from Unbridled Way to Faulkner Parkway.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	Kent Marris, DTCI 571.258.3182 Kent.Marris@loudoun.gov
Election District	Ashburn, Broad Run
Supervisor	Buona, Meyer

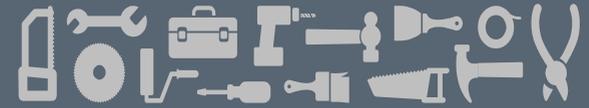
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$800,750
Construction	\$4,675,250
FFE	\$0
Land	\$10,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$5,486,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	100%
Design Phase	100%
Construction Phase	90%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
State Capital Assistance	\$1,500,000
Gas Tax	\$1,500,000
Cash Proffers	\$2,486,000
<b>Revenue Total</b>	<b>\$5,486,000</b>



**Project Status Update:**

The section of Waxpool Road west of Ashburn Village Boulevard and the traffic signal was completed in September 2014 and the signal went into full operation September 2014. The section of Waxpool Road east of Ashburn Village Boulevard has been delayed due to required utility coordination and relocation identified during construction. In this quarter, negotiations with the attorneys continued to secure the last two utility easements. Based on the delay in utility easements, winterization measures were put in place as the construction work is essentially on hold until the utility relocations occur. In the next quarter, the utility relocation work is planned to begin, pending the easements, and will continue into the spring. Following the relocation work, weather pending, paving, striping and punch list will occur to complete the road construction. This project was previously reported for construction completion in Summer 2015, however, with the continued delay due to utility relocations, completion is now planned for Fall 2016.

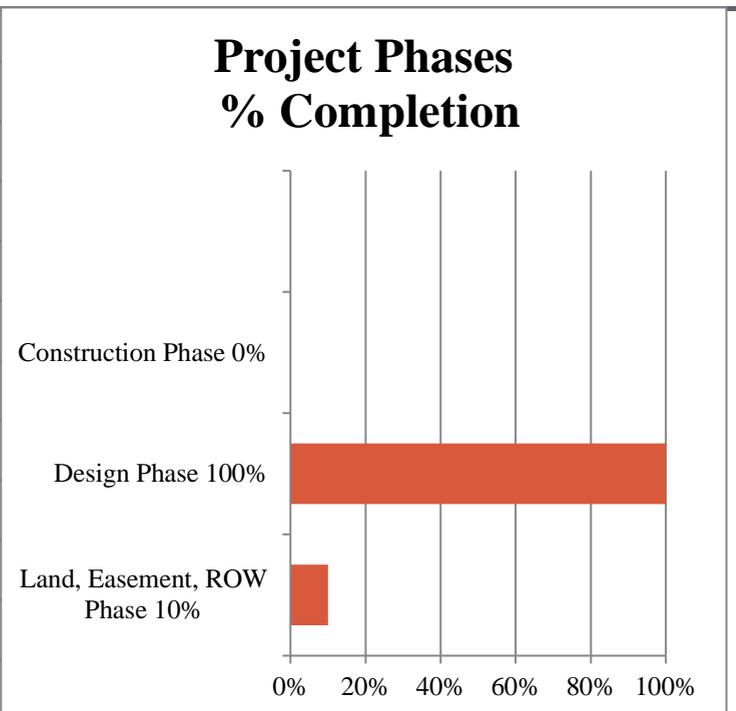


**PROJECT INFORMATION**

Project Name	<b>WAXPOOL ROAD AT PACIFIC AND BRODERICK</b>
Project Description	The project funds the design and construction on intersection improvements and turn lanes at Waxpool Road (Route 625) and Pacific and Broderick.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Kelly Griffin, DTCI 703.737.8299 Kelly.Griffin@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,211,800
Construction	\$6,188,200
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$7,400,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	10%
Design Phase	100%
Construction Phase	0%
<b>Land Acquisition Phase Completion: Fall 2016</b>	
<b>Project Revenue(s)</b>	
Cash Proffers	\$1,950,000
State Revenue Sharing	\$3,200,000
Gas Tax	\$2,250,000
<b>Revenue Total</b>	<b>\$7,400,000</b>



**Project Status Update:**

In this quarter, the design consultant, Dewberry submitted revised 100% design plan to Building & Development (B&D) and VDOT on October 21, 2015 to address outstanding VDOT comments. Second submission easement plats were submitted to B&D on November 12, 2015. Title reports have been received by the County Attorney's Office for use in deed preparation. In the next quarter, plan approval is anticipated. Once the plans are approved, Right of Way Authorization will be sought from VDOT to allow land acquisition to proceed. Utilities providers will also be released to begin relocation activities once VDOT provides Right of Way Authorization. The land acquisition phase is planned for completion Fall 2016.

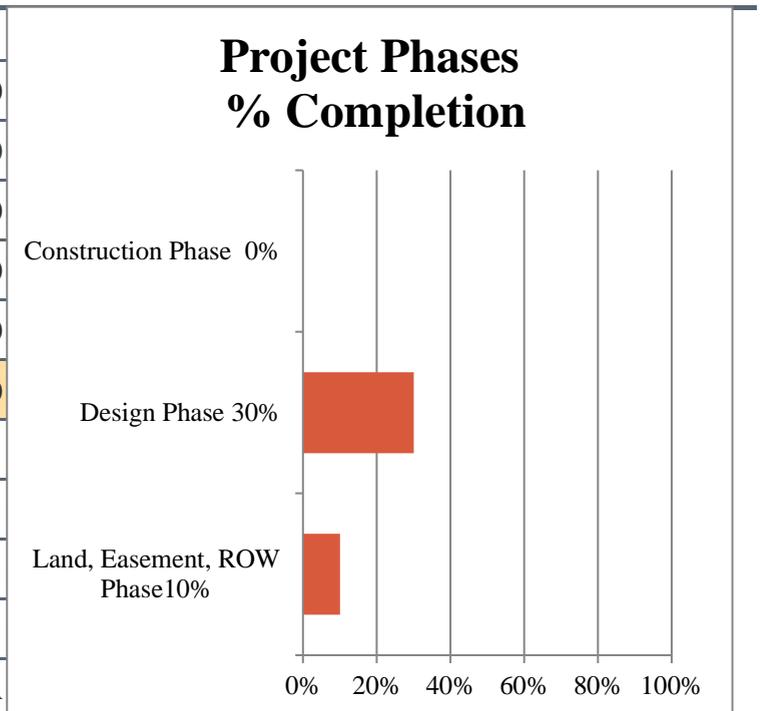


**PROJECT INFORMATION**

Project Name	<b>WOODGROVE HIGH SCHOOL/FIELDS FARM PARK ROAD</b>
Project Description	The project provides funding to design and construct a two-lane road connecting Woodgrove High School to Route 690 through the County owned Fields Farm park property.
Project Type	Roads & Bridges
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

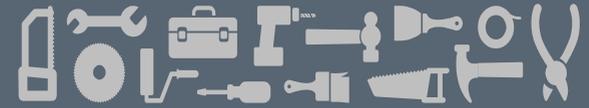
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$474,800
Construction	\$2,540,200
FFE	\$0
Land	\$800,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$3,815,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	10%
Design Phase	30%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$3,815,000
Revenue Total	\$3,815,000



**Project Status Update:**

In this quarter, Mr. Fields' property was acquired on November 3, 2015. The design consultant, Dewberry, submitted 30% design plans to Building & Development (B&D) and VDOT on November 6, 2015. In the next quarter, design will proceed and the process to annex the acquired Fields property into the Town of Purcellville will continue. Completion of the design phase is anticipated for Summer 2016.

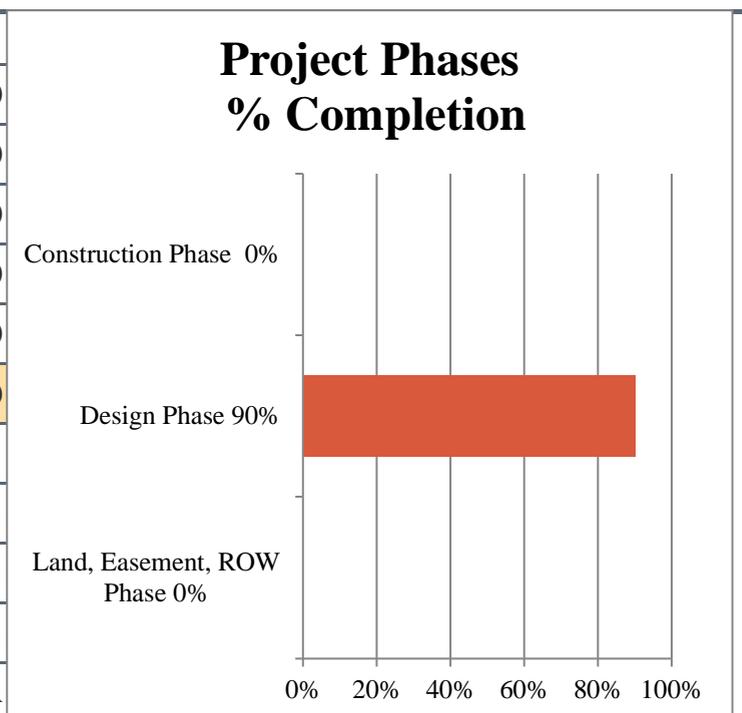


**PROJECT INFORMATION**

Project Name	<b>ASHBURN ROAD SIDEWALKS</b>
Project Description	This project provides funding to design and construct a sidewalk along the eastern side of Ashburn Road between Partlow Road and the W&OD Trail.
Project Type	Sidewalks & Trails
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
DTCI Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
Election District	Ashburn
Supervisor	Buona

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$638,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$638,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	90%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$638,000
<b>Total Revenue</b>	<b>\$638,000</b>



**Project Status Update:**

The Design Phase is in progress. A public information meeting was held October 2014 at which over 30 people attended. A meeting with impacted property owners was held on December 29, 2014 and a meeting was held on February 10, 2015 with VDOT to discuss the project and obtain feedback on potential design waivers/variances that may be required. Follow up meetings with individual property owners were held in July 2015. In this quarter, plans were reviewed by Building & Development (B&D) and VDOT. Based on review comments, plans were updated and resubmitted for final approval. In the next quarter, construction plan approval is anticipated, plat preparation will continue, appraisals will be performed, and land acquisition activities will commence. Completion of the design phase is anticipated next quarter.

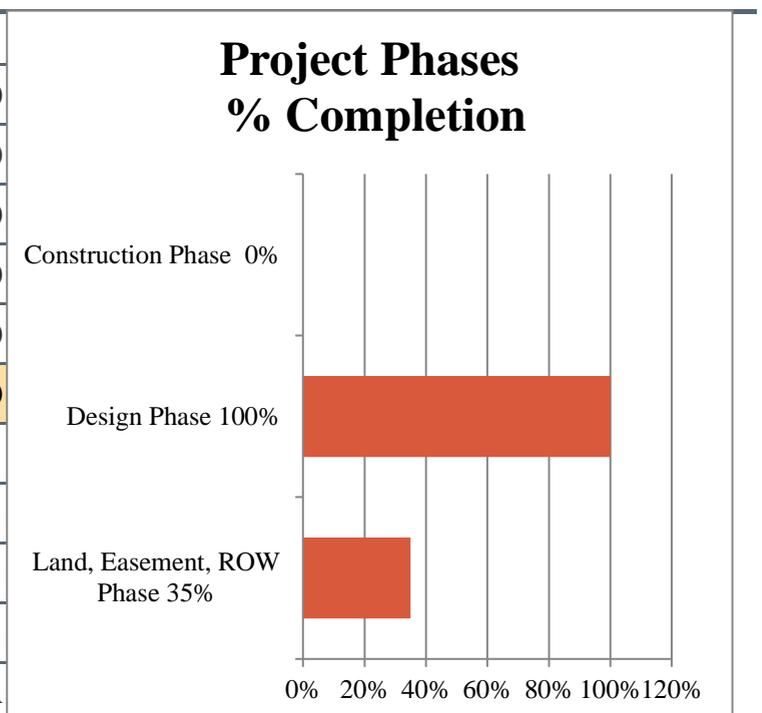


**PROJECT INFORMATION**

Project Name	<b>ROUND HILL TO FRANKLIN PARK TRAIL</b>
Project Description	This project designs and constructs a mixed use trail from the center of the Town of Round Hill to Franklin Park.
Project Type	Sidewalks & Trails
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Kelly Griffin, DTCI 703.737.8299 Kelly.Griffin@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

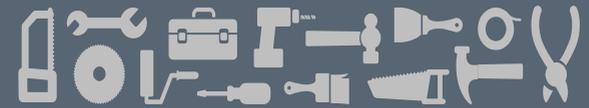
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$640,650
Construction	\$1,999,300
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$2,639,950</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 35%	35%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Land Acquisition Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
MAP-21 Funding	\$1,441,200
Local Tax Funding Match	\$952,450
Gas Tax	\$246,300
<b>Total Revenue</b>	<b>\$2,639,950</b>



**Project Status Update:**

In this quarter, VDOT approved the design plans on November 15, 2015. Plan approval by Building & Development (B&D) is pending procurement of stormwater nutrient credits. On December 11, 2015, a Right-of-Way Authorization request was submitted to VDOT to obtain their authorization to make right-of-way and easement acquisition offers to individual property owner. A total of 29 plats have been approved through B&D and the County Attorney's Office is currently preparing the necessary deeds for right-of-way and easements acquisition. In the next quarter, nutrient credits will be procured and land acquisition will continue, with planned completion in Spring 2016.

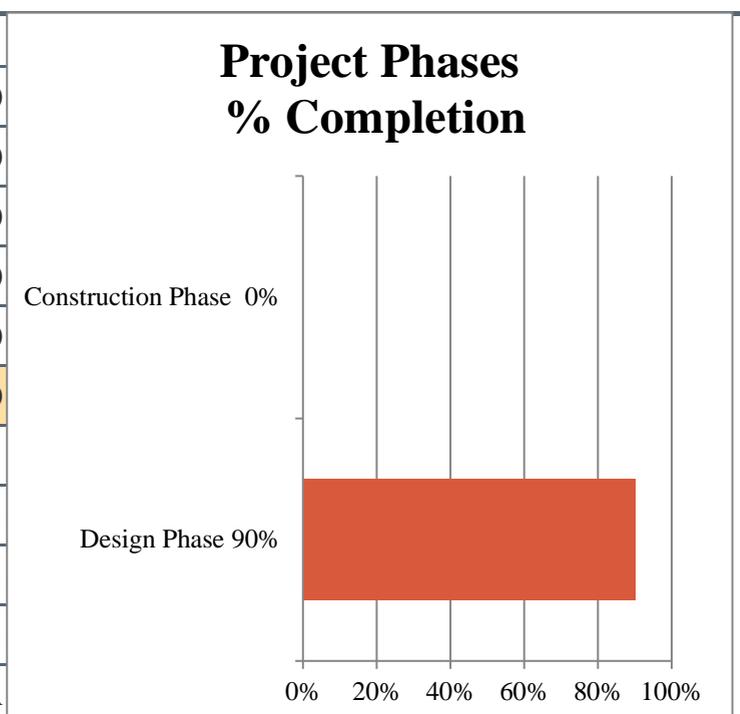


**PROJECT INFORMATION**

Project Name	<b>STERLING AREA SIDEWALKS</b>
Project Description	The Board of Supervisors approved \$260,100 for sidewalk improvements in the Sterling area of Loudoun County.
Project Type	Sidewalks & Trails
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
DTCI Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
Election District	Sterling
Supervisor	Saines

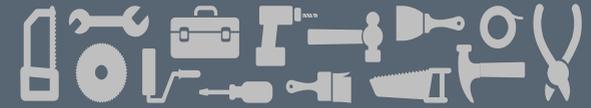
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$138,450
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$138,450</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	90%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Proceeds from Sale of Land	\$138,450
<b>Total Revenue</b>	<b>\$138,450</b>



**Project Status Update:**

There are three individual sidewalk projects that were created and a total transfer of \$121,648 was made from this holding account for the design of sidewalk improvements along Greenthorn Avenue, Sugarland Road, and Woodson Drive. A kickoff meeting was held on February 21, 2015 to start the projects. In this quarter, plans for all three projects were reviewed by Building & Development (B&D) and VDOT. Based on review comments, the three plans were updated and resubmitted. In the next quarter, action items will be presented to the Board of Supervisors at its January 21, 2016 business meeting proposing funding to construct the sidewalk segments. Preparation of plats will continue and land acquisition will commence. Completion of design phase is anticipated in Spring 2016.

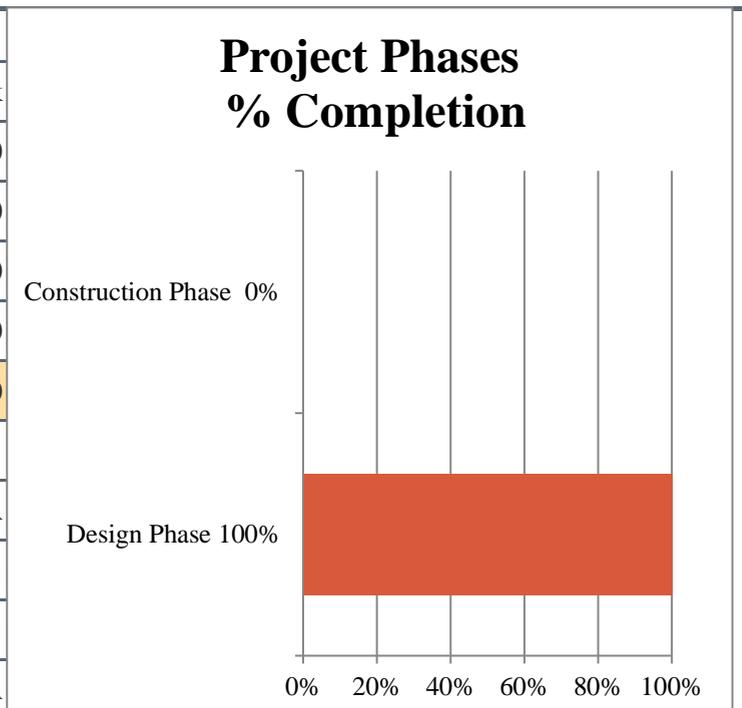


**PROJECT INFORMATION**

Project Name	<b>STERLING BOULEVARD BEAUTIFICATION</b>
Project Description	This project installs landscaping along both sides of Sterling Boulevard between Route 7 and E. Holly Avenue. In addition, the project scope includes constructing sidewalk and crosswalk connections to provide safe pedestrian movements.
Project Type	Sidewalks & Trails
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Ronald Mallory, DTCI 703.737.8398 Ronald.Mallory@loudoun.gov
Election District	Sterling
Supervisor	Saines

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	In-Kind Work
Construction	\$286,500
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$286,500</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	100%
Construction Phase	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
MAP-21 Funds	\$120,000
Sterling Foundation Cash Match	\$21,500
Local Gasoline Tax	\$145,000
<b>Total Revenue</b>	<b>\$286,500</b>



**Project Status Update:**

VDOT is administering the sidewalk construction. In this quarter, DTCI staff received a November 20, 2015 e-mail from VDOT informing the County that VDOT intends to competitively bid this work instead of using an on call contractor. VDOT plans to advertise the project in February 2016 with construction projected to begin May 2016. Construction is scheduled to be completed by Summer 2016. In the next quarter, DTCI will monitor VDOT's contractor procurement and proposed construction schedule.

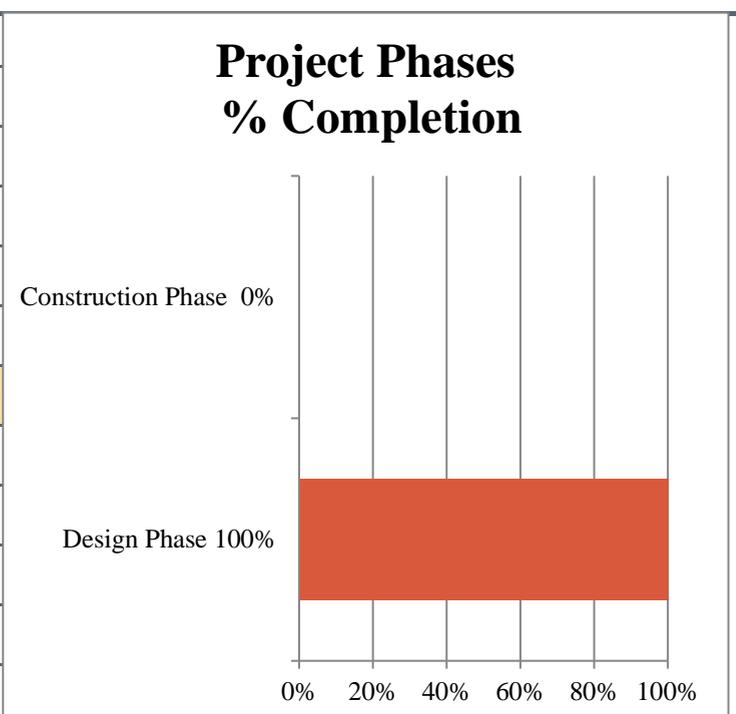


**PROJECT INFORMATION**

Project Name	<b>STERLING BOULEVARD SIDEWALK</b>
Project Description	This project provides funding to design and construct a missing sidewalk link along the western side of Sterling Boulevard between the Washington & Old Dominion Trail and the Chase Heritage Apartments.
Project Type	Sidewalks & Trails
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
Election District	Sterling
Supervisor	Saines

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$47,400
Construction	\$0
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$47,400</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
Gas Tax	\$47,400
<b>Total Revenue</b>	<b>\$47,400</b>



**Project Status Update:**  
 Loudoun Water will coordinate and install this portion of sidewalk with its water line project in this same location at no cost to the County. The Budget and Revenue information shown above is based on the County's original budget for this project. In this quarter, Loudoun Water has worked with their contractor, Garney Companies, to develop a schedule for the Sterling Water Main Project which includes the sidewalk installation. Construction completion is planned for Fall 2016 with the sidewalk installation scheduled to occur late Summer 2016/early Fall 2016.

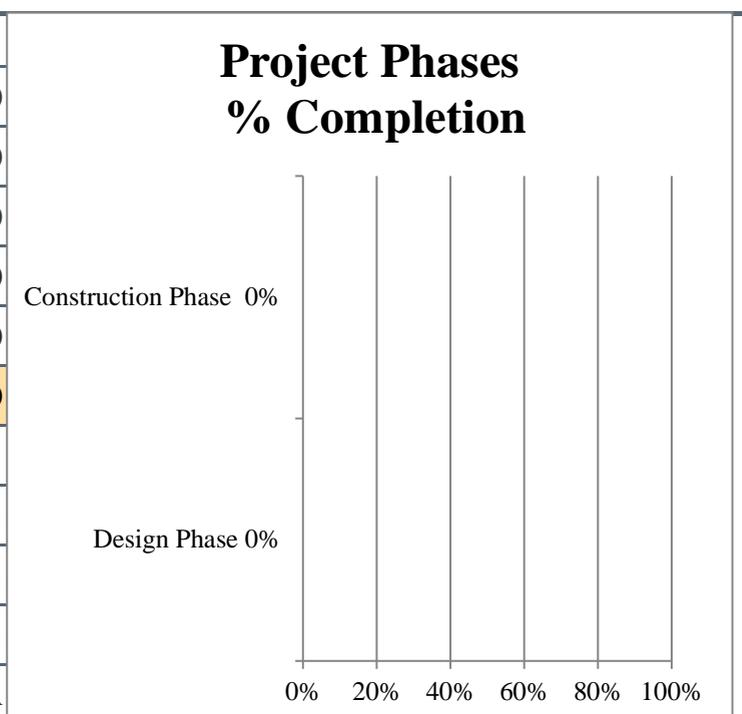


**PROJECT INFORMATION**

Project Name	<b>LEESBURG PARK &amp; RIDE LOT</b>
Project Description	This project provides funding to design and construct a minimum of 300 surface park and ride lot spaces on a site to be acquired near the Town of Leesburg.
Project Type	Transit Projects
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Leesburg
Supervisor	Umstatt

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$710,000
Construction	\$2,810,650
FFE	\$240,000
Land	\$1,000,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$4,760,650</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design Phase 0%	0%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
CMAQ Funds	\$2,260,650
Cash Proffers	\$1,500,000
NVTA 70% Funds	\$1,000,000
Revenue Total	\$4,760,650



**Project Status Update:**

In this quarter, the Board of Supervisors, at its December 2, 2015 business meeting, reviewed an updated proposal during closed session from the developer who responded to the April 2015 Leesburg Park & Ride Request for Interest. The Board directed DTCI staff and the County Attorney's Office to finalize contract terms with the developer. In the next quarter, staff will continue contract negotiations.

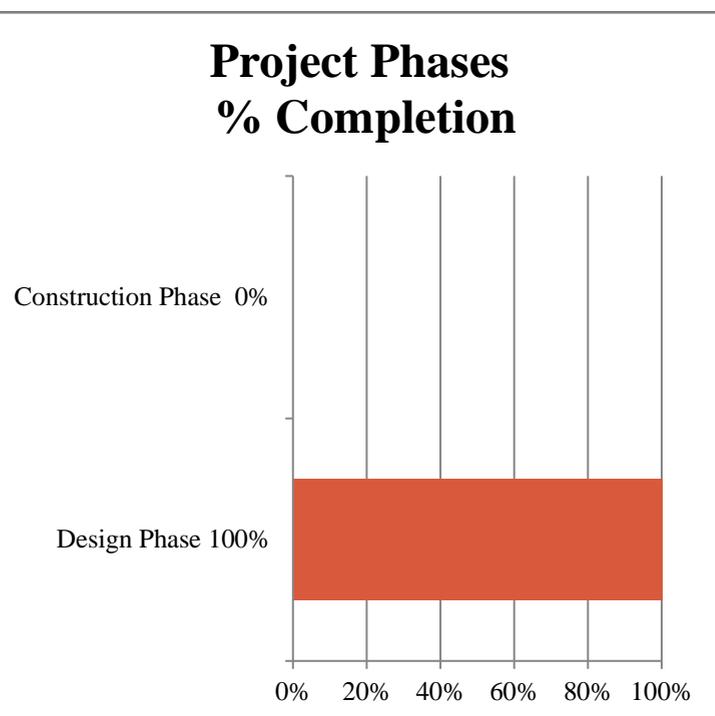


**PROJECT INFORMATION**

Project Name	<b>STONE RIDGE PARK &amp; RIDE LOT</b>
Project Description	This project provides funding to design and construct a 300 + space lot on a County owned five acre site on proffered land in the Stone Ridge development.
Project Type	Transit Projects
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Ron Mallory, DTCI 703.737.8398 Ron.Mallory@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

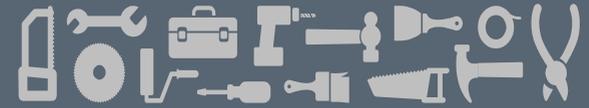
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$3,500,000
FFE	\$0
Land	\$0
Proffered Land	\$2,195,400
<b>Total Project Cost:</b>	<b>\$5,695,400</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion</b>	<b>Fall 2015</b>
<b>Project Revenue(s)</b>	
Transit Bus Fees	\$500,000
Cash Proffers	\$3,000,000
Land Proffers	\$2,195,400
Revenue Total	\$5,695,400



**Project Status Update:**

In this quarter, Building & Development (B&D) approved the Site Plan for this facility on December 18, 2015. The design consultant, Dewberry, is finalizing arrangements with NOVEC for electrical service. In the next quarter, an Invitation for Bid (IFB) will be finalized and the project will be advertised for construction. Construction is anticipated to begin Summer 2016.

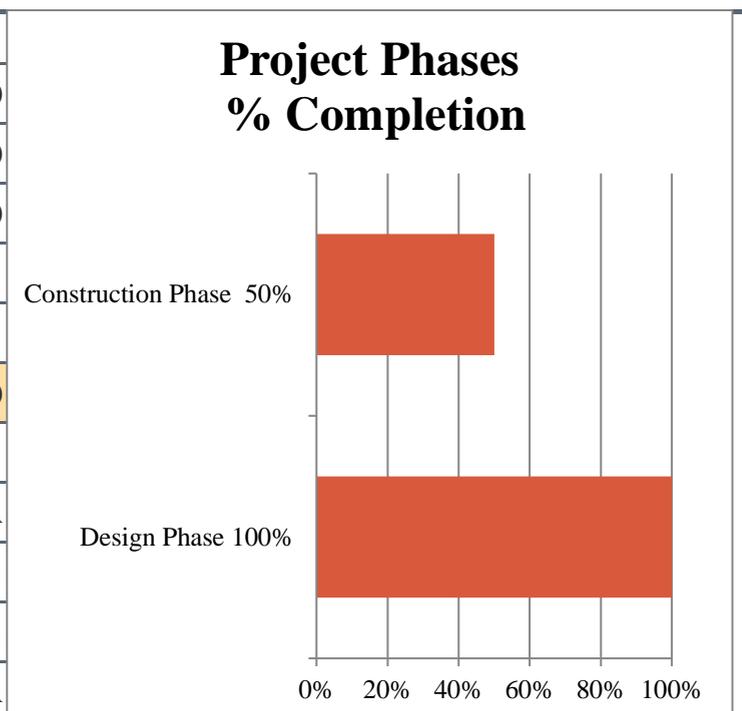


**PROJECT INFORMATION**

Project Name	<b>BELMONT RIDGE ROAD AT TRURO PARISH DRIVE INTERSECTION</b>
Project Description	This project designs a traffic signal to be installed at Belmont Ridge and Truro Parish Drive.
Project Type	Interchanges & Intersections
Project Phase Funding	Design
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Broad Run, Blue Ridge
Supervisor	Meyer, Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$29,950
Construction	\$0
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$29,950</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 50%	50%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Spring/Summer 2016</b>
<b>Project Revenue(s)</b>	
Gas Tax	\$29,950
<b>Revenue Total</b>	<b>\$29,950</b>



**Project Status Update:**

Signal design is 100% complete and approved plans have been provided to Goose Creek Estates LLC (Lennar/Brookfield) for installation in conjunction with the Belmont Ridge Road widening project between Broadlands Boulevard and Truro Parish Drive. The County provided the signal plans to Goose Creek Estates pursuant to a reimbursement agreement approved by the Board of Supervisors on February 14, 2012. Construction of the road widening project began June 2, 2014 and has encountered delays due to these factors: plan revisions, utility relocation and acquisition of additional easements. Substantial completion of the road improvements is now expected in August 2016. Installation of the Belmont Ridge Road/Truro Parish Drive traffic signal is scheduled to be completed by March 2016. In the next quarter, installation of the traffic signal should begin and construction of the road improvements will continue.

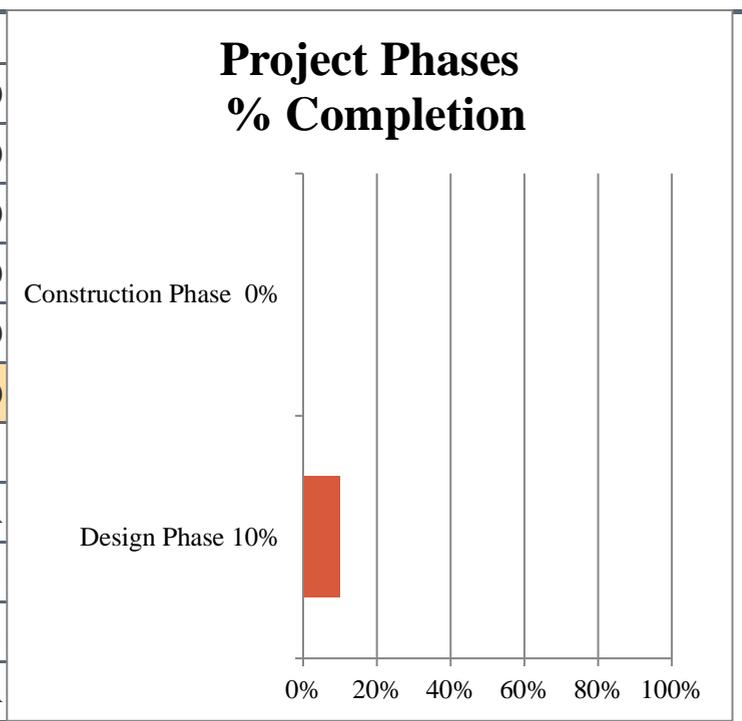


**PROJECT INFORMATION**

Project Name	<b>EDGEWATER STREET &amp; POLAND ROAD INTERSECTION</b>
Project Description	This project provides for the construction of a permanent roundabout at the intersection of Edgewater Street and Poland Road. This project will be administered by VDOT.
Project Type	Interchanges & Intersections
Project Phase Funding	Design
Program Department Contact	Terrie Laycock, DTCI 703.777.0553 Terrie.Laycock@loudoun.gov
DTCI Contact	Susan Glass, DTCI 703.777.0251 Susan.Glass@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$950,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$950,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 10%	10%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$950,000
<b>Revenue Total</b>	<b>\$950,000</b>



**Project Status Update:**

This is a VDOT administered project. The project is currently in the design phase. In this quarter, VDOT staff completed the survey work following a project scoping meeting that was held in September 2015. Design is underway by the VDOT Central Office in-house design team. In the next quarter, work necessary to achieve the next project milestone, the preliminary field inspection, is planned during January through February 2016 and more detail on the full design phase schedule will be available.

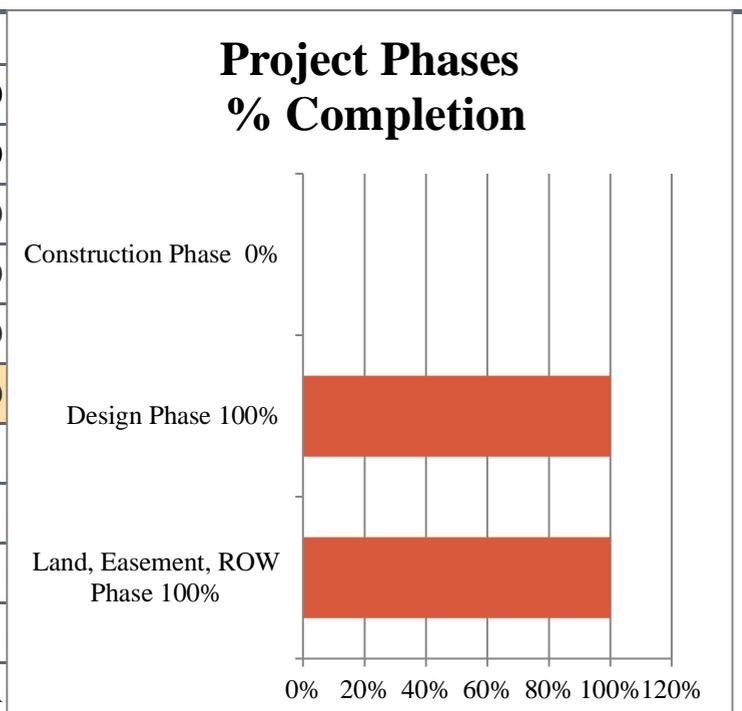


**PROJECT INFORMATION**

Project Name	<b>GLOUCESTER PKWY/SMITH SWITCH RD/ASHBY PONDS BLVD INTERSECTION</b>
Project Description	This project includes the traffic signal warrant study and the design of a new traffic signal at Gloucester Parkway and Smith Switch Road/Ashby Ponds Boulevard.
Project Type	Interchanges & Intersections
Project Phase Funding	Study and Design
Program Department Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
DTCI Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Study and Design	\$75,600
Construction	\$403,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$478,600</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	100%
Design Phase	100%
Construction Phase	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Spring 2017</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$478,600
Revenue Total	\$478,600



**Project Status Update:**

The Traffic Signal Warrant Study was approved by VDOT in September 2014, and Traffic Signal Plans were approved in April 2015. No right-of-way is required for this project. In this quarter, planning for the Invitation for Bid (IFB) for the signal construction began. Signal construction is planned to coincide with the completion of Gloucester Parkway. In the next quarter, the IFB will be finalized and issued. Construction phase completion is planned for Spring 2017.

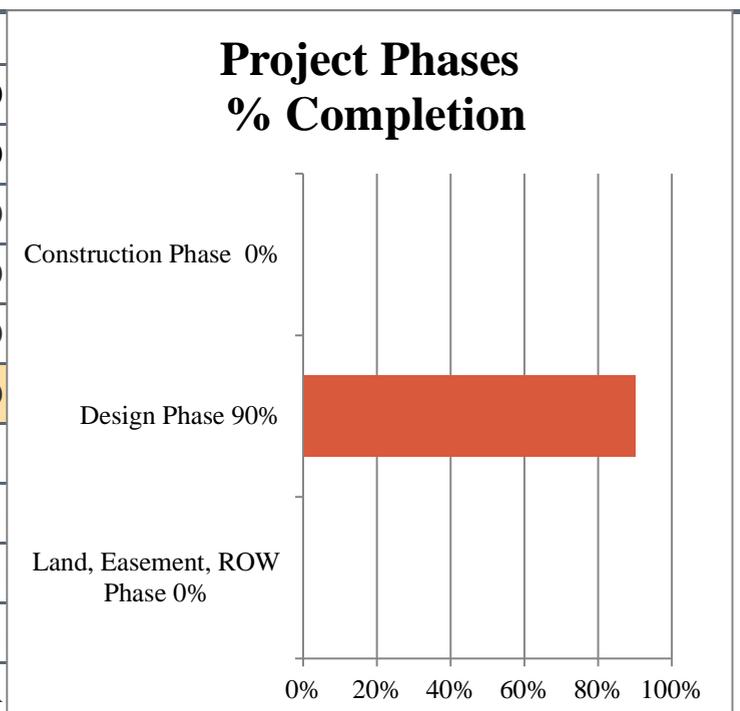


**PROJECT INFORMATION**

Project Name	<b>LOUDOUN COUNTY PARKWAY &amp; CENTER STREET INTERSECTION</b>
Project Description	The purpose of this project is to conduct a study to determine safety improvements to mitigate angle crashes at the intersection of Loudoun County Parkway and Center Street.
Project Type	Interchanges & Intersections
Project Phase Funding	Study
Program Department Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
DTCI Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

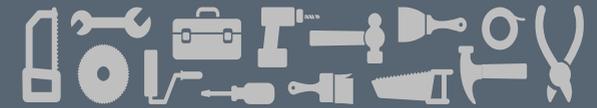
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$101,300
Construction	\$498,700
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$600,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	90%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Local Tax	\$600,000
Revenue Total	\$600,000



**Project Status Update:**

The FY16 Adopted Fiscal Plan provided funding for design and construction in the amount of \$600,000. In this quarter, design plans were prepared and submitted to Building & Development and VDOT for review. In the next quarter, will address Building & Development and VDOT comments. Final plan approval is anticipated in Spring 2016.

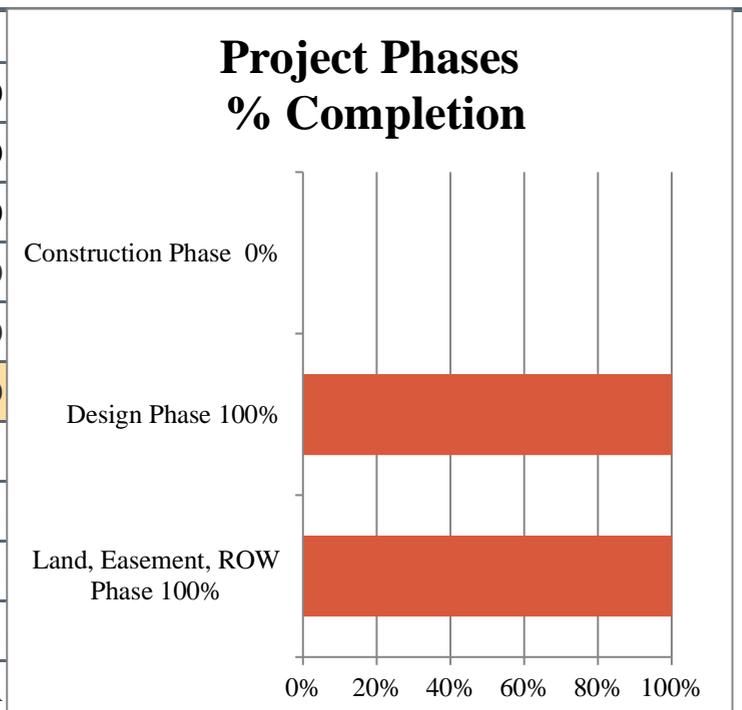


**PROJECT INFORMATION**

Project Name	<b>NORTHSTAR BOULEVARD AND RYAN ROAD INTERSECTION</b>
Project Description	This project includes the installation of a new traffic signal at Northstar Boulevard and Ryan Road.
Project Type	Interchanges & Intersections
Project Phase Funding	Design, Construction
Program Department Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
DTCI Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$175,000
Construction	\$359,700
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$534,700</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 100%	100%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
Gas Tax	\$405,000
Cash Proffers	\$129,700
Revenue Total	\$534,700



**Project Status Update:**

Under a proffer, the developer (Brambleton) is responsible for building the turn lane associated with this project. The County will fund the traffic signal installation. VDOT approved traffic signal plans on 10/30/2014. Right-of-way acquisition is complete and construction funding has been approved by the Board. In this quarter, DTCI worked with Brambleton to coordinate signal construction timing to coincide with the right turn lane installation. In the next quarter, an Invitation for Bid (IFB) for the signal construction will be developed and issued. Construction completion is now anticipated in Fall 2016 which is a delay from Spring 2016 previously reported due to the timing with Brambleton's construction.

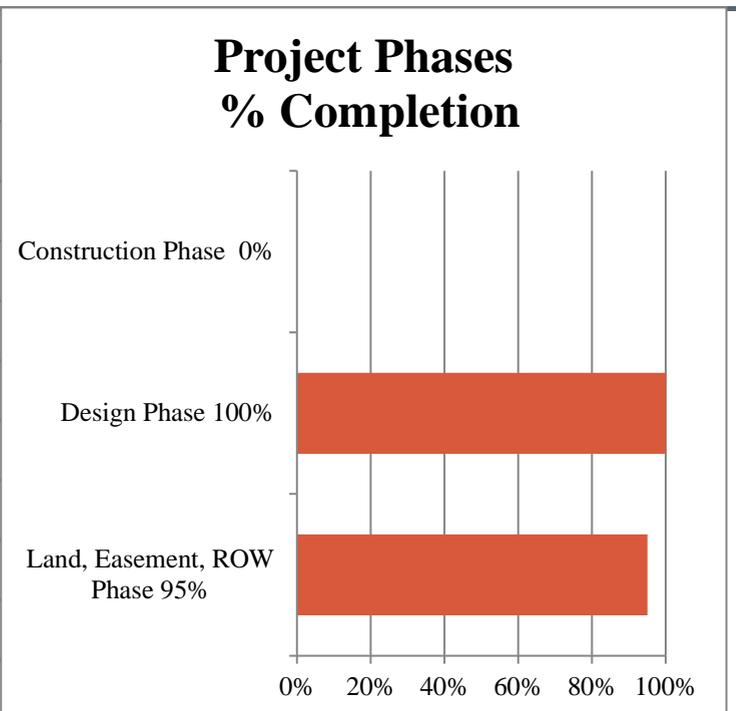


**PROJECT INFORMATION**

Project Name	<b>ROUTE 7/ASHBURN VILLAGE BOULEVARD INTERCHANGE</b>
Project Description	This project provides cash proffers to the developer of One Loudoun to off-set the costs of utility relocation, storm water management, wetlands mitigation, permitting costs and traffic management plans at the intersection of Route 7 and Ashburn Village Boulevard.
Project Type	Interchanges & Intersections
Project Phase Funding	Construction
Program Department Contact	Terrie Laycock, DTCI 703.777.0553 Terrie.Laycock@loudoun.gov
DTCI Contact	Susan Glass, DTCI 703.777.0251 Susan.Glass@loudoun.gov
Election District	Ashburn, Broad Run
Supervisor	Buona, Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$607,300
Construction	\$6,419,200
FFE	\$0
Land	\$226,950
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$7,253,450</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	95%
Design Phase	100%
Construction Phase	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2018</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$7,085,000
Interest on Investment	\$68,450
Reimbursement	\$100,000
<b>Revenue Total</b>	<b>\$7,253,450</b>



**Project Status Update:**

This project is a proffered project by the One Loudoun development. In this quarter, in accordance with the proffers, County staff has continued to work with impacted property owners to obtain the deeds of dedication and deeds of easement for the interchange project. In addition, staff worked on drafting and executing a Dual Oblige agreement between the County and One Loudoun. The right-of-way (ROW) phase is 95% complete with the goal of completing ROW this quarter. County staff processed payment of the \$5 million contribution to One Loudoun in accordance with the proffers. In the next quarter, One Loudoun intends to bond the project and finalize its contract with Shirley Contracting to begin construction, weather pending. Construction completion is planned for Summer 2018.

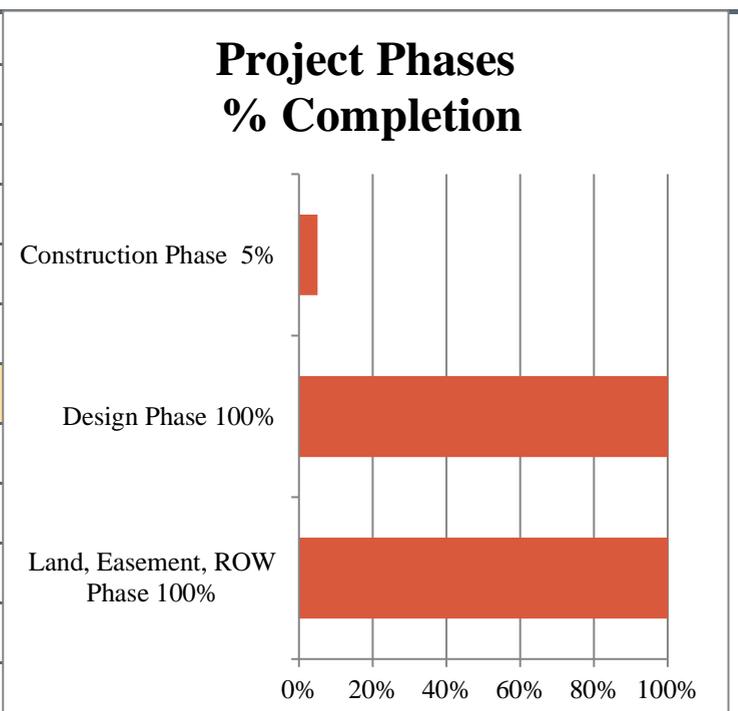


**PROJECT INFORMATION**

Project Name	<b>ROUTE 7/ROUTE 659 INTERCHANGE &amp; WIDENING TO GLOUCESTER</b>
Project Description	This project provides for the design and construction of an interchange at the intersection of Route 7 and Route 659 (Belmont Ridge Road).
Project Type	Interchanges & Intersections
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
Election District	Ashburn
Supervisor	Buona

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$6,728,600
Construction	\$66,197,850
FFE	\$0
Land	\$203,350
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$73,129,800</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 100%	100%
Design Phase 100%	100%
Construction Phase 5%	5%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2018</b>



<b>Project Revenue(s)</b>	
State Capital Assistance	\$60,686,450
GO Bonds	\$4,500,000
Cash Proffers	\$5,579,550
Loudoun Water Reimbursement	\$1,063,800
Federal Funds	\$1,300,000
<b>Revenue Total</b>	<b>\$73,129,800</b>

**Project Status Update:**

Utility relocation work began by Washington Gas in December 2014 and is ongoing. Utility relocation work by Dominion Virginia Power and Verizon is also underway. In this quarter, a Ground Breaking Ceremony was held on October 13, 2015 and Shirley Contracting began work onsite including clearing, Erosion & Sediment (E&S) controls, stream diversion, box culvert construction and lane shifts as utility relocation work continues. Additionally this quarter, the project team participated in a Partnering Session and Risk Management Workshop and the baseline project schedule submitted by Shirley was reviewed. In the next quarter, the baseline schedule will be finalized, utility relocation work will continue with some areas nearing completion, traffic shifts will occur as box culvert construction continues and bridge pile and fill operations will begin. Construction is planned for 36 months with completion in Summer 2018.

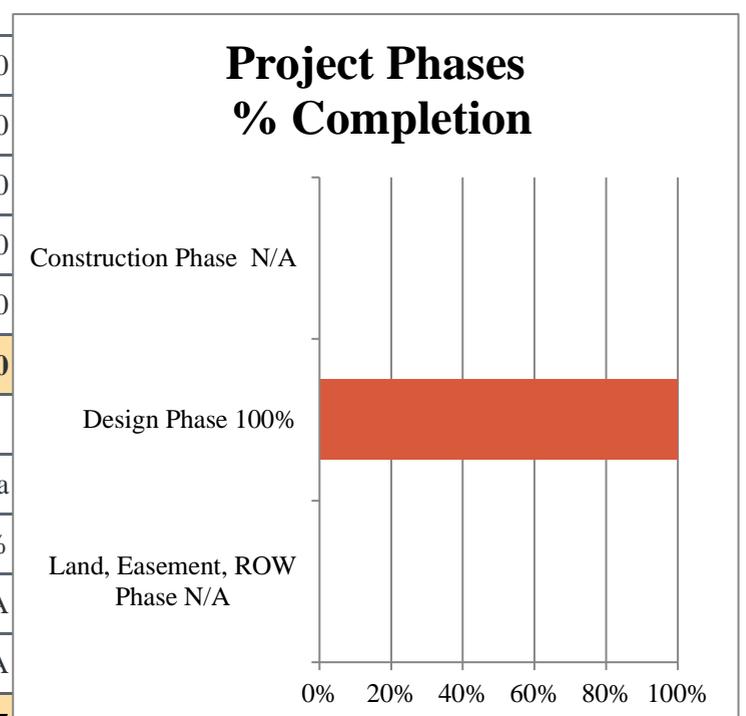


**PROJECT INFORMATION**

Project Name	<b>ROUTE 7/ROUTE 690 INTERCHANGE</b>
Project Description	The project funds an Interchange Justification Report and preliminary engineering for an interchange at Route 7 and Route 690 in Purcellville.
Project Type	Interchanges & Intersections
Project Phase Funding	Preliminary Engineering
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,500,000
Construction	\$0
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$1,500,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/a
Design Phase 100%	100%
Construction Phase N/A	N/A
FFE Phase	N/A
<b>IJR/30% Submission Completion:</b>	<b>Fall 2015</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$1,500,000
<b>Revenue Total</b>	<b>\$1,500,000</b>



**Project Status Update:**

The design consultant, Dewberry, submitted 30% design plans to B&D and VDOT on September 14, 2015. DTCI and Dewberry are awaiting review comments. In the next quarter, DTCI and Dewberry will evaluate the 30% design review comments and address as needed. This project is only funded to prepare the design to 30%.

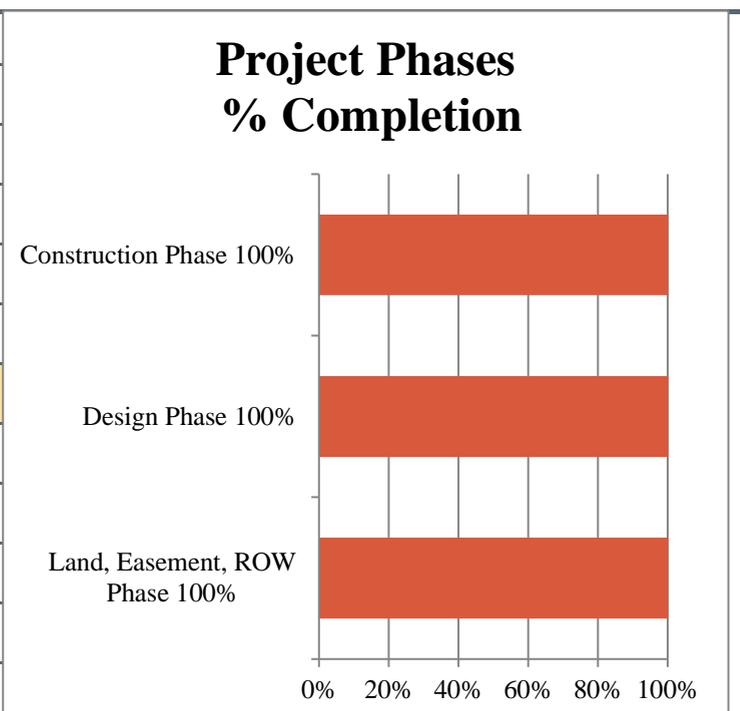


**PROJECT INFORMATION**

Project Name	<b>SYCOLIN ROAD AND LOUDOUN CENTER PLACE INTERSECTION</b>
Project Description	This project includes the installation of a new traffic signal at Sycolin Road and Loudoun Center Place.
Project Type	Interchanges & Intersections
Project Phase Funding	Design and Construction
Program Department Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
DTCI Contact	Gary Pozzouli, DTCI 571.258.3380 Gary.Pozzouli@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$80,400
Construction	\$274,600
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$355,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 100%	100%
Design Phase 100%	100%
Construction Phase 100%	100%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Fall 2015</b>
<b>Project Revenue(s)</b>	
Gas Tax	\$355,000
Revenue Total	\$355,000



**Project Status Update:**

B&B Signal was awarded the contract in March 2015 and Notice to Proceed was issued on April 28, 2015. In this quarter, the signal installation was complete with the signal going into full color operations on December 1, 2015. The project achieved substantial completion in December 2015. In the next quarter, punch list items will be addressed and final inspections and acceptance by VDOT will be complete.

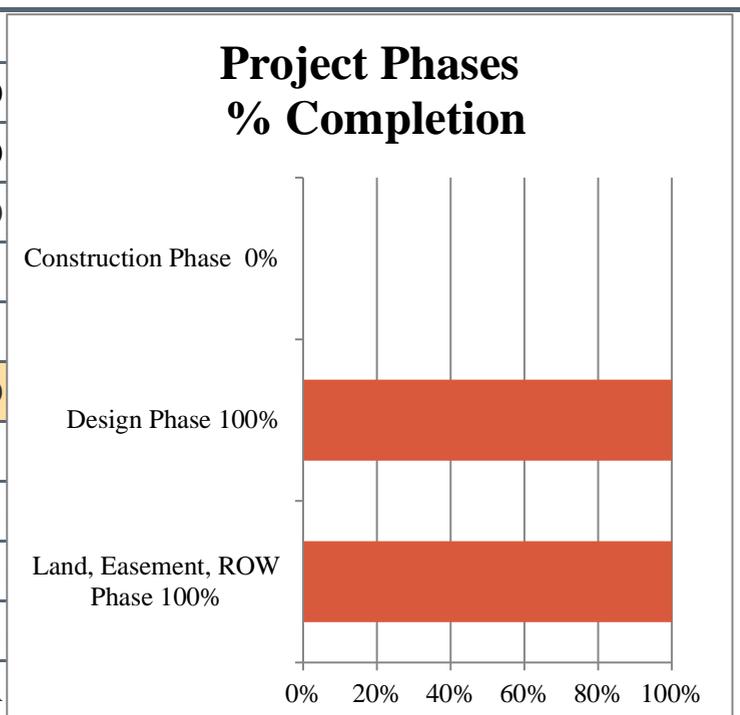


**PROJECT INFORMATION**

Project Name	<b>TALL CEDARS PARKWAY AND POLAND ROAD INTERSECTION</b>
Project Description	This project includes the installation of a new traffic signal and a westbound turn-lane on Tall Cedars Parkway to southbound Poland Road.
Project Type	Interchanges & Intersections
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
DTCI Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$87,520
Construction	\$537,480
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$625,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 100%	100%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$625,000
Revenue Total	\$625,000



**Project Status Update:**

Traffic Signal Plan was approved by VDOT on February 10, 2014, and re-approved on May 14, 2015. The Construction Plan and Profiles (CPAP) was approved on April 18, 2014. In this quarter, the Invitation for Bid (IFB) was drafted. In the next quarter, the IFB will be reviewed, advertised and bids will be received. This project was previously planned for completion in Spring 2016 and is now anticipated for Summer 2016 based on procurement process and construction timeline.

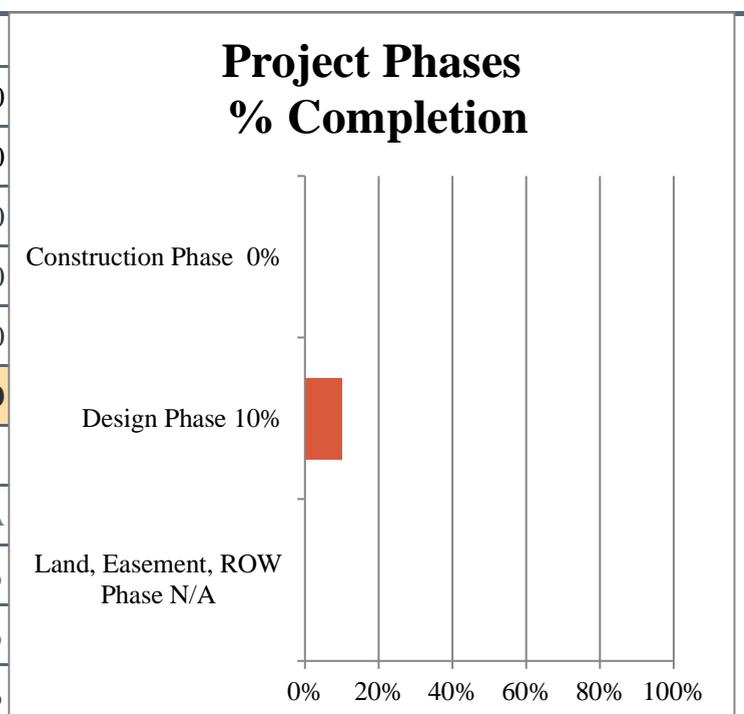


**PROJECT INFORMATION**

Project Name	<b>TRAFFIC SIGNAL EMERGENCY BACKUP POWER SYSTEMS</b>
Project Description	This project provides funding to equip specific, high priority traffic volume intersections in the County with backup, emergency power to keep key traffic signals in operation in the event of a prolonged widespread power outage.
Project Type	Interchanges & Intersections
Project Phase Funding	Design
Program Department Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
DTCI Contact	Eloisa Thring, DTCI 571.258.3526 Eloisa.Thring@loudoun.gov
Election District	Countywide
Supervisor	Countywide

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$90,950
Construction	\$774,050
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$865,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 10%	10%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Gas Tax	\$865,000
Revenue Total	\$865,000



**Project Status Update:**

DTCI drafted a scope of work to address the requirements for the 42 intersections identified by County public safety team and a stakeholders meeting was held in March 2015. In this quarter, County staff met with VDOT and learned 38 of the 42 signalized intersection have Uninterruptable Power Supply (UPS) systems. County staff received a revised proposal from on call consultant, VHB, to complete a study to include an updated priority intersection list, an evaluation of power requirements, and equipment purchase recommendations. In the next quarter, completion of a final technical memorandum is anticipated. Completion of the design phase is planned for Spring 2016.

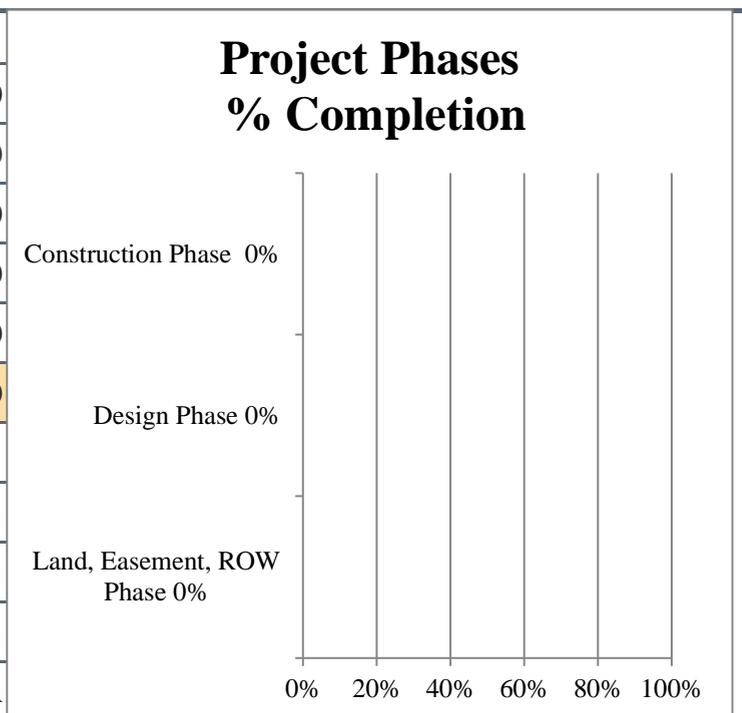


**PROJECT INFORMATION**

Project Name	<b>WAXPOOL ROAD &amp; LOUDOUN COUNTY PARKWAY INTERSECTION</b>
Project Description	This project provides for the planning, design, right-of-way acquisition and construction of intersection improvements at Loudoun County Parkway and Waxpool Road.
Project Type	Interchanges & Intersections
Project Phase Funding	Design Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Kelly Griffin, DTCI 703.737.8299 Kelly.Griffin@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,000,000
Construction	\$235,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$1,235,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	0%
Design Phase	0%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$1,235,000
Revenue Total	\$1,235,000



**Project Status Update:**

DTCI staff obtained a proposal from task order road design consultant, Dewberry, on September 9, 2015 to perform intersection improvement design services. Since issuance of a Purchase Order (PO) under the On Call Roadway - Transportation Design Services contract this quarter would exceed the cumulative contract limit, the PO will be issued in February 2016 when the contract is renewed. In the next quarter, survey, environmental assessments, and road design will begin after the PO is issued.

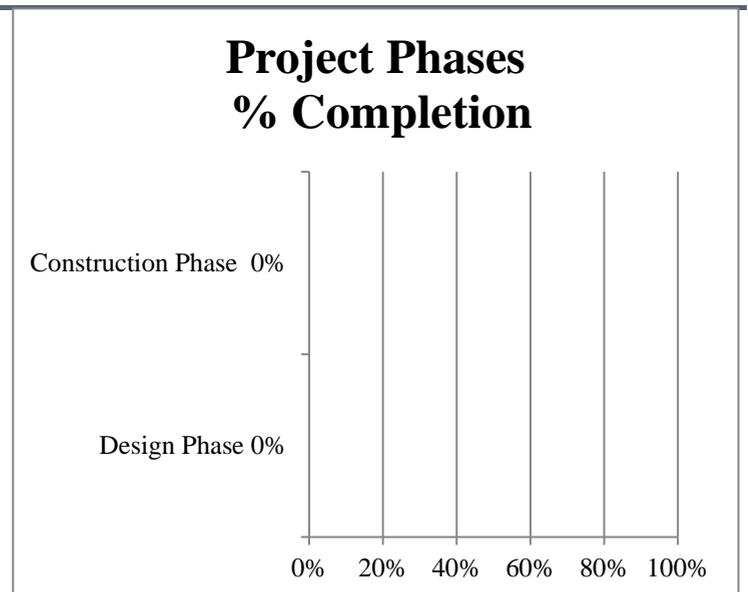


**PROJECT INFORMATION**

Project Name	<b>ANIMAL SERVICES FACILITY</b>
Project Description	This project funds the design and construction of a 25,000 square foot animal services facility to replace the existing County Animal Services facility in Waterford.
Project Type	Public Safety
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Nina Stively, Animal Services 703.771.5456 Nina.Stively@loudoun.gov
DTCI Contact	Sandy Hunter, DTCI 571.258.3034 Sandy.Hunter@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$2,050,000
Construction	\$11,755,000
FFE	\$1,690,000
Land	\$3,119,890
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$18,614,890</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	0%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$15,370,000
Local Tax Funding	\$3,244,890
<b>Total Revenue</b>	<b>\$18,614,890</b>



**Project Status Update:**

In this quarter, the Special Exception (SPEX) application for the Government Support Center that includes the Animal Service facility was approved by the Board of Supervisors at its December 2, 2015 business meeting. Procurement received 10 proposals on November 6, 2015 from architectural and engineering firms seeking to design the new Animal Services facility. The Proposal Analysis Group (PAG) consisting of DTCI and Animal Services staff have reviewed the proposals and scheduled interviews with the top rated firms. In the next quarter, a top rated firm will be selected and a design fee will be negotiated. Contract award is projected to occur in Spring 2016.

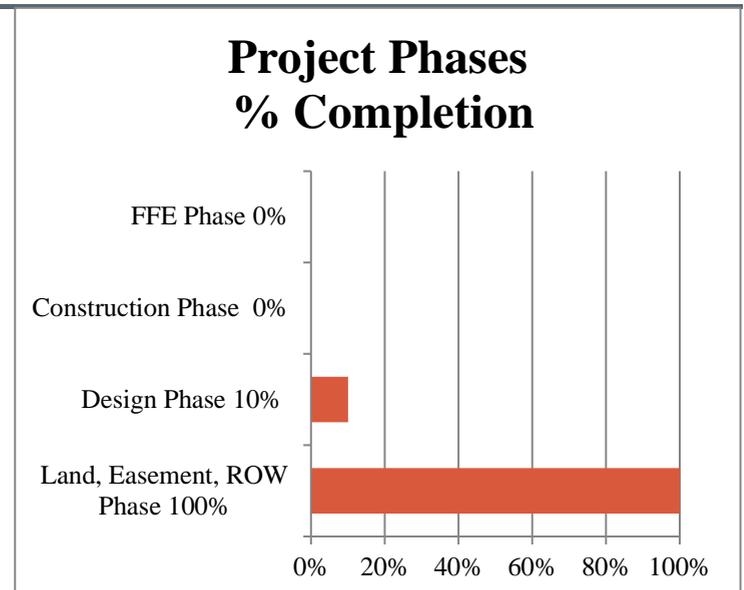


**PROJECT INFORMATION**

Project Name	<b>ALDIE FIRE &amp; RESCUE STATION</b>
Project Description	This project constructs a 15,000 square feet Fire and Rescue Station in the Aldie area. Located along the Route 50 corridor this station will replace the existing Aldie Fire & Rescue Station.
Project Type	Public Safety Facilities
Project Phase Funding	Land Acquisition Phase, Design Phase, Construction Phase
Program Department Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
DTCI Contact	Peter Hargreaves, DTCI 703.771.5564 Peter.Hargreaves@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

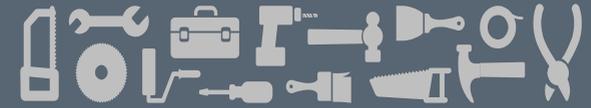
**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$876,640
Construction	\$7,893,380
FFE	\$1,500,000
Land	\$4,589,550
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$14,859,570</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	100%
Design Phase	10%
Construction Phase	0%
FFE Phase	0%
<b>Design Phase Completion:</b>	<b>Summer 2018</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$9,504,555
Local Tax Funding	\$5,355,015
<b>Total Revenue</b>	<b>\$14,859,570</b>



**Project Status Update:**

In this quarter, settlement was held on November 16, 2015 to acquire the land for the new Aldie fire & rescue station. Given the historic district, floodplain, and steep slope constraints associated with the site, a Request for Proposal (RFP) process will be used to obtain a qualified architectural and engineering team capable of addressing the property's unique constraints in lieu of using a task order design firm. DTCI staff has initiated RFP preparation. In the next quarter, the RFP will be completed and advertised by Procurement. Design contract award is anticipated in Summer 2016.

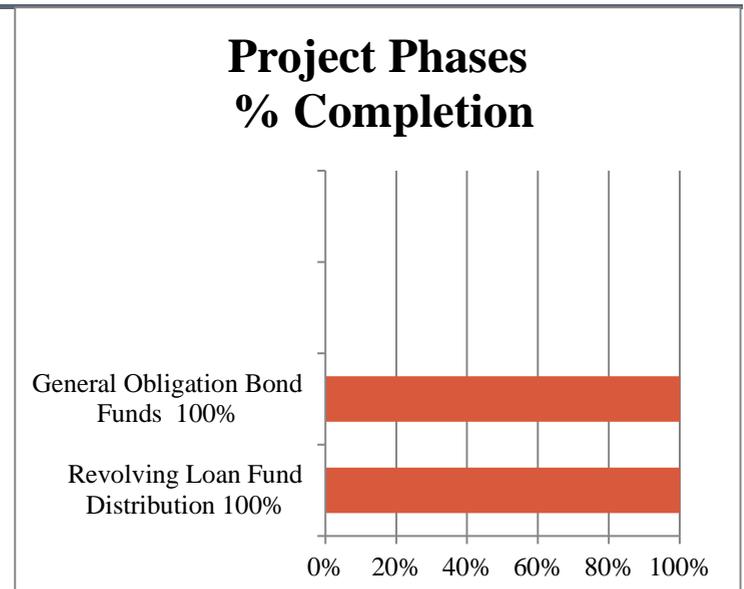


**PROJECT INFORMATION**

Project Name	<b>ASHBURN VOLUNTEER FIRE &amp; RESCUE STATION RENOVATION</b>
Project Description	This project provides a financial contribution from the County to the Ashburn Volunteer Fire and Rescue company towards the cost of the Company's station renovation project.
Project Type	Public Safety Facilities
Project Phase Funding	Capital Contribution
Program Department Contact	John Sandy, County Administration 703.771.5962 John.Sandy@loudoun.gov
DFREM Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Computer Equipment & Furnishings	\$200,000
Capital Contribution	\$3,650,000
Revolving Load Fund	\$2,400,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$6,250,000</b>
<b>Project Phase Progress:</b>	
Revolving Loan Fund Distribution 100%	100%
General Obligation Bond Funds 100%	100%



**Project Completion: Summer 2016**

<b>Project Revenue(s)</b>	
General Obligation Bond Funds	\$3,620,550
Local Tax Funding	\$229,450
Revolving Loan Fund	\$2,400,000
<b>Total Revenue</b>	<b>\$6,250,000</b>

**Project Status Update:**

The Department of Management and Financial Services has developed an agreement with the Ashburn Volunteer Fire and Rescue Company (AVFRC) to distribute \$2,400,000 in approved Revolving Loan funds and establish a reimbursement process for the approved \$3,650,000 in General Obligation Bond financing for the Ashburn Fire and Rescue Station Renovation Project. Revolving Loan funds were distributed and received by the company in May 2014. General Obligation Bonds were sold to support this project on June 17, 2014 and are available under the reimbursement agreement. The AVFRC submitted a request for supplemental funding in the amount of \$1,835,000 for the Board's consideration in the FY 2016 Capital Improvement Program. The Board adopted a CIP Amendment to provide \$200,000 in the FY 2016 CIP for the Department of Fire, Rescue, and Emergency Management (DFREM) to purchase furniture and equipment for career staff and complete IT improvements. In this quarter, IT infrastructure was installed, construction reached substantial completion, and the contractor is working on punchlist items. In the next quarter, DFREM will order furniture and equipment agreed to by the County and operations will begin the transition from temporary facilities to the new facility. Project completion is planned for Summer 2016.

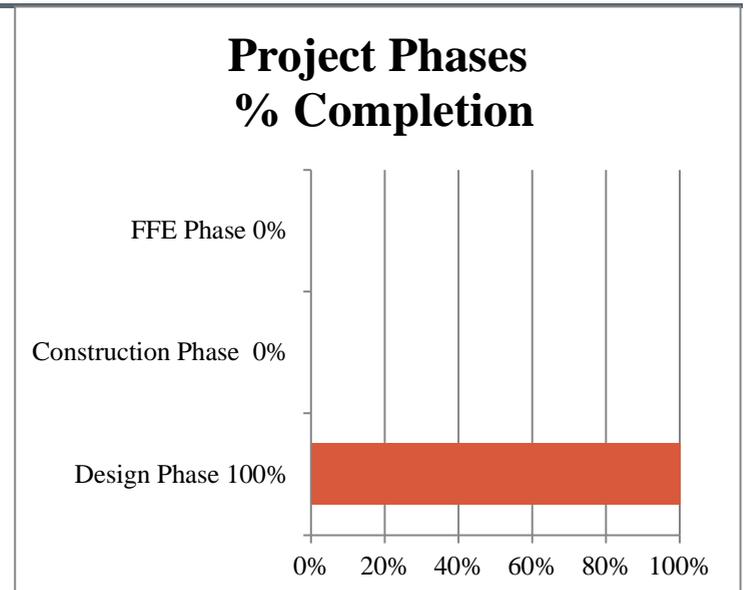


**PROJECT INFORMATION**

Project Name	<b>ASHBURN SHERIFF STATION</b>
Project Description	This project designs and constructs an 18,000 square feet Sheriff's Station on a county-owned site in the One Loudoun community to serve the greater Ashburn area.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Robert Buckman, Sheriff's Office 703.777.0154 Robert.Buckman@loudoun.gov
DTCI Contact	Nicholas Brown, DTCI 571.258.3435 Nicholas.Brown@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,520,330
Construction	\$9,359,670
FFE	\$840,000
Land	\$3,119,890
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$14,839,890</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	100%
Construction Phase	0%
FFE Phase	0%
<b>Construction Phase Completion:</b>	<b>Summer 2017</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$11,720,000
Lease Revenue Financing	\$432,145
Local Tax Funding	\$2,687,745
<b>Total Revenue</b>	<b>\$14,839,890</b>



**Project Status Update:**

Bids for the project were received on May 21, 2015 and all bids were above the construction budget. Following completion of a value engineering exercise and approval of supplemental funding for the project, in this quarter, on December 2, 2015, the Board of Supervisors approved the contract award for Callas Contractors in the amount of \$8,025,653. The contract was executed in December 2015. In the next quarter, a Kick Off Meeting will occur, the contractor will prepare preconstruction submittals and Notice to Proceed will be issued with a target for February 2016. The construction duration is 490 days and completion is planned for Summer 2017.

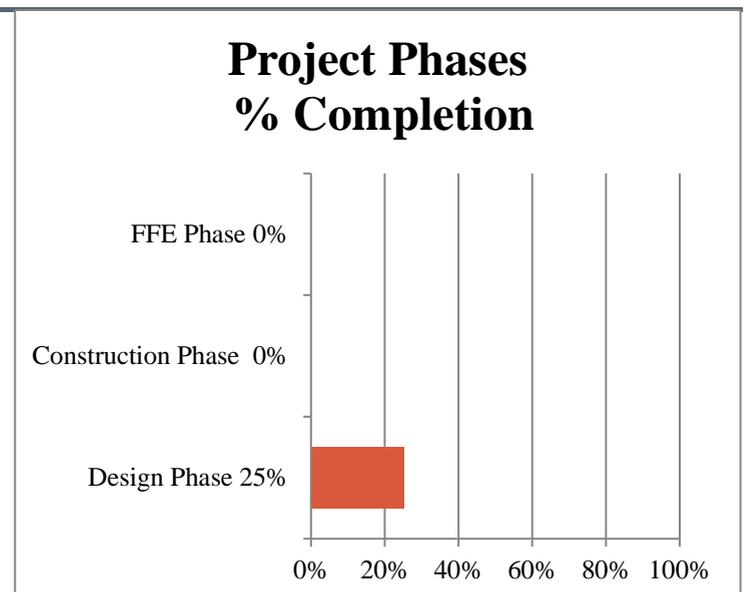


**PROJECT INFORMATION**

Project Name	<b>COURTS PHASE III</b>
Project Description	This project provides for the design of a new 92,000 square foot courthouse building to house the General District Court and Court administrative support programs. Construction phase funding is included in the FY 2015 CIP to include parking and renovation of the existing Courthouse.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Joe Kroboth, DTCI 703.771.5107 Joe.Kroboth@loudoun.gov
DTCI Contact	Peter Hargreaves, DTCI 703.771.5564 Peter.Hargreaves@loudoun.gov
Election District	Leesburg
Supervisor	Umstatt

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$7,532,600
Construction	\$14,778,120
FFE	\$0
Land	\$500,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$22,810,720</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 25%	25%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$20,300,000
Local Tax funding	\$2,510,720
<b>Total Revenue</b>	<b>\$22,810,720</b>



**Project Status Update:**

In this quarter, two Certificate of Appropriateness (COA) applications (COA #6 and #7) were submitted to the Leesburg Board of Architectural Review (BAR) on October 28, 2015 and one additional COA application (COA #8) was submitted to the BAR on December 18, 2015. COA #5 depicting the proposed setback, position, size, shape, cornice height, and entrance location of the new courthouse was approved by the BAR on November 16, 2015. A third submission of the Pennington lot rezoning application was submitted to the Town of Leesburg on November 13, 2015 and the proposed proffer statement was submitted by the County Attorneys Office on November 20, 2015. The Town provided comments to the third submission rezoning application and proffer statement on December 8, 2015. The rezoning plans and proffer statement were resubmitted on December 17, 2015 addressing the Town's comments. In the next quarter, BAR action on COAs #6, #7, and #8 is expected. The Pennington lot rezoning application is scheduled to be heard by the Town of Leesburg Planning Commission on January 7, 2016 and to be forwarded to the Town Council for its February 9, 2016 Public Hearing. Detailed courthouse design will commence upon approval of the COAs and rezoning application.

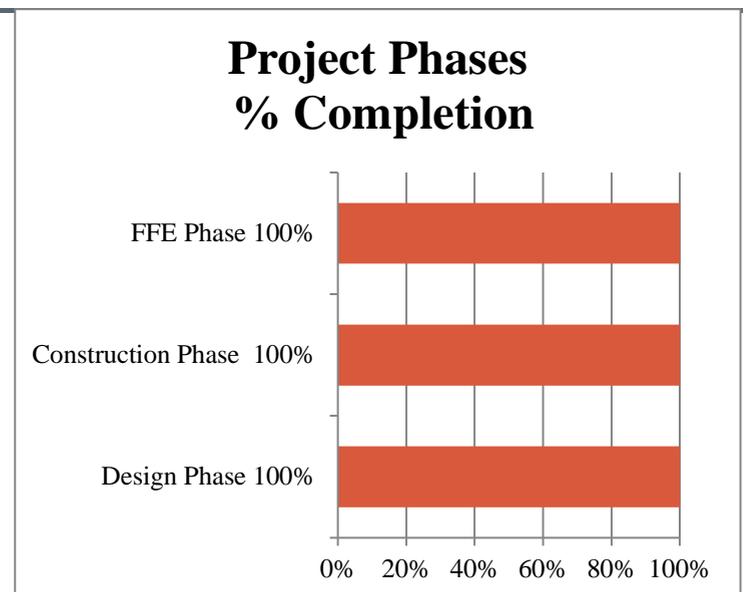


**PROJECT INFORMATION**

Project Name	<b>ECC/E911 COMMUNICATION CENTER</b>
Project Description	This projects funds the design and construction to build-out 11,000 square feet a county-owned building located at 801 Sycolin Road in Leesburg for the E911 Emergency Communications Center. This will re-locate the E911 Center from the Fire and Rescue Training building.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Ernest Brown, General Services 703.737.8924 Ernest.Brown@loudoun.gov
Project Contact	John Hillis, DTCI 703.737.8242 John.Hillis@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$90,790
Construction	\$5,711,610
FFE	\$6,262,600
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$12,065,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 100%	100%
FFE Phase 100%	100%
<b>FF&amp;E Phase Completion:</b>	<b>Fall 2015</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$12,065,000
<b>Revenue Total</b>	<b>\$12,065,000</b>



**Project Status Update:**

In this quarter, the project was completed with operations beginning at the new location on November 3, 2015. Remaining punch list items are being addressed.

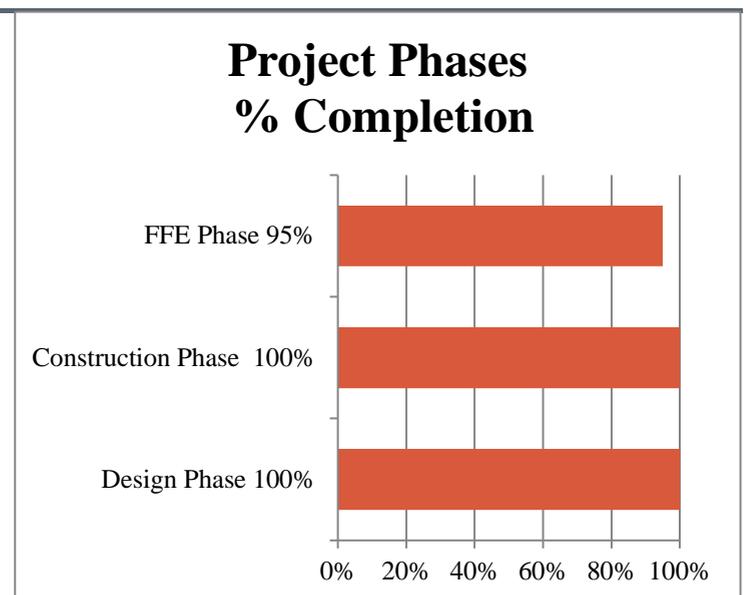


**PROJECT INFORMATION**

Project Name	<b>FIRE &amp; RESCUE TRAINING PROP LOTS</b>
Project Description	This project designs and constructs training props to simulate a range of fire and rescue emergency situations to train staff.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
DTCI Contact	Nicholas Brown, DTCI 571.258.3435 Nicholas.Brown@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$493,500
Construction	\$1,467,625
FFE	\$142,420
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$2,103,545</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 100%	100%
FFE Phase 95%	95%
<b>FFE Phase Completion:</b>	<b>Fall/Winter 2015</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$2,074,000
Local Tax Funding	\$29,545
<b>Total Revenue</b>	<b>\$2,103,545</b>



**Project Status Update:**

In this quarter, there was no additional work on the project as notification from Washington Metropolitan Area Transit Authority (WMATA) is pending. In the next quarter, notification from WMATA of rail car availability is expected as the project is now within the delivery timeframe identified by WMATA.

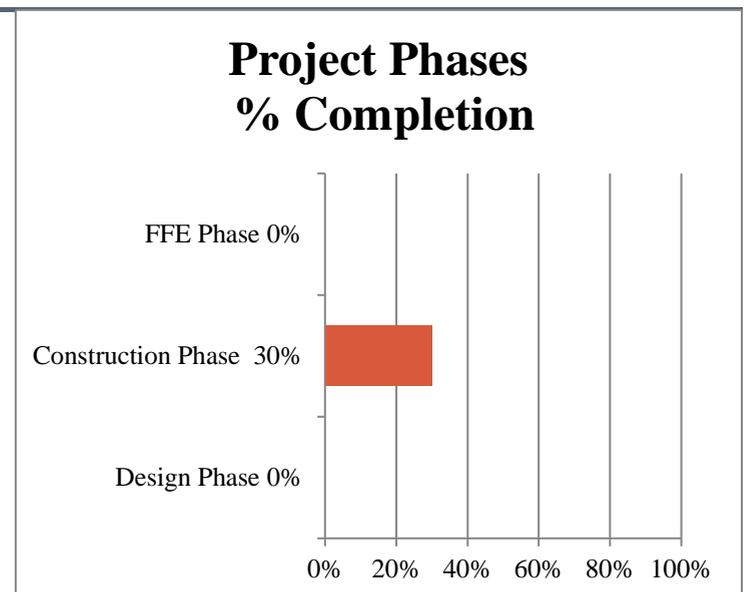


**PROJECT INFORMATION**

Project Name	<b>FIRE STATION ALERTING SYSTEMS</b>
Project Description	This project upgrades existing older stations with new incident alerting technology. Stations scheduled to be upgraded include: Dulles South PSC, Hamilton, Philomont, Loudoun Rescue-Leesburg, Sterling and Leesburg Fire.
Project Type	Public Safety Facilities
Project Phase Funding	Construction
Program Department Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
Project Contact	Kevin Wright, DFREM 703.777.0434 Kevin.Wright@loudoun.gov
Election District	Catoctin, Blue Ridge, Leesburg, Sterling, Dulles
Supervisor	Higgins, Buffington, Umstattd, Saines, Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$0
FFE	\$740,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$740,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 0%	0%
Construction Phase 30%	30%
FFE Phase 0%	0%
<b>Construction Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$740,000
<b>Total Revenue</b>	<b>\$740,000</b>



**Project Status Update:**

In this quarter, system installation and programming at the Dulles South Public Safety Center (PSC) was completed. Further system installations are suspended until the functionality of design changes made by the system vendor are verified at the Dulles South PSC. In the next quarter, system installation work will commence on the remaining stations. System installations are expected to be completed by Fall 2016.

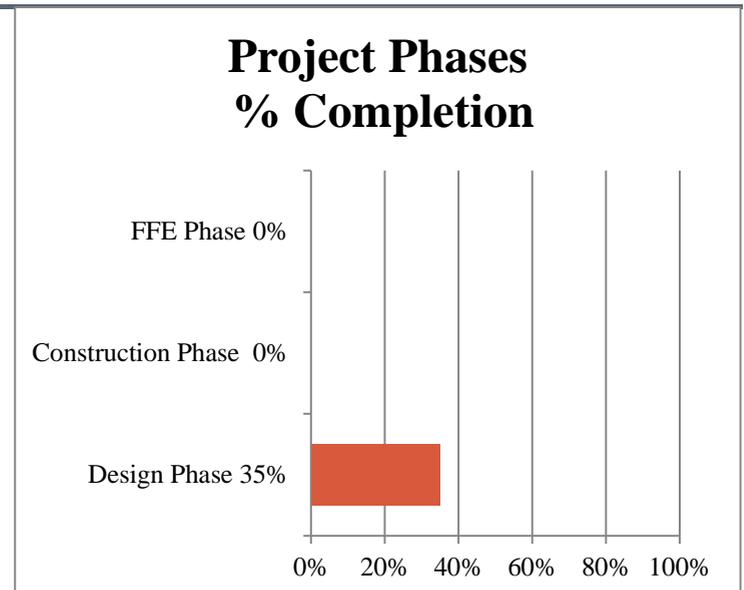


**PROJECT INFORMATION**

Project Name	<b>JUVENILE DETENTION CENTER</b>
Project Description	This project designs and constructs a new 40-bed Juvenile Detention Center on the Government Support Center site off of Sycolin Road in Leesburg.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Hope Stonerook, Family Services 703.771.5388 Hope.Stonerook@loudoun.gov
DTCI Contact	Sandy Hunter, DTCI 571.258.3034 Sandy.Hunter@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,108,000
Construction	\$11,248,930
FFE	\$55,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$12,411,930</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 35%	35%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$12,015,000
State Grant	\$396,930
Revenue Total	\$12,411,930



**Project Status Update:**

Design of the Juvenile Detention Center (JDC) was initiated in 2009 with the facility originally sited at the Government Support Center adjacent to the Kincaid Boulevard extension. Since the JDC requires a Special Exception (SPEX), it was integrated into the overall Government Support Center SPEX. Based on comments from neighboring residents, the Government Support Center SPEX and JDC design were placed on hold in 2010 with the Board appointing a Government Support Center citizen steering committee to provide recommendations for facility locations. The Board approved the steering committee's recommendation to relocate the JDC site to Claudia Drive just south of the Adult Detention Center. After resolving the JDC location, the Government Support Center SPEX remained on hold while options to expand the court complex and place the animal services facility on the site were explored. Ultimately the Board decided on March 18, 2015 to site the animal services facility at the Government Support Center allowing the SPEX processing to restart. In this quarter, the Government Support Center SPEX application was approved by the Board on December 2, 2015. In the next quarter, design will continue along with processing of the facility's Site Plan. The design phase is planned for completion Fall 2016.

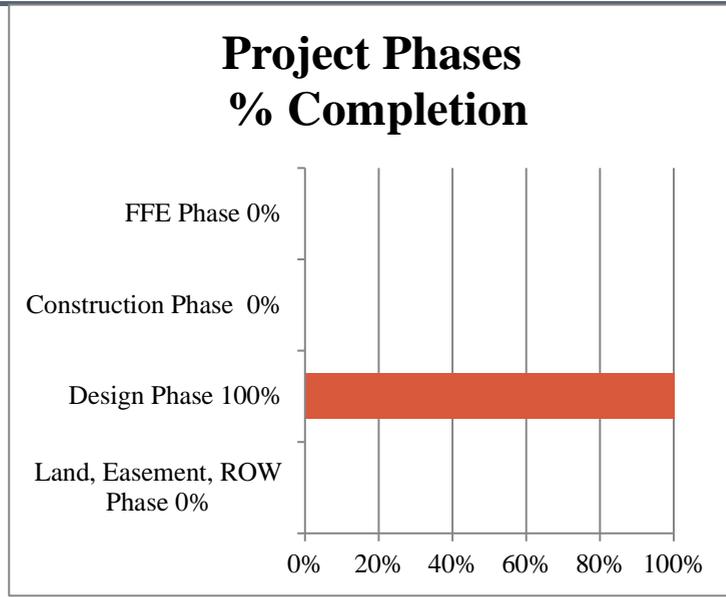


**PROJECT INFORMATION**

Project Name	<b>KIRKPATRICK FIRE &amp; RESCUE STATION</b>
Project Description	This project provides funding to design and construct a new 13,000 - 15,000 square foot Fire & Rescue Station in the Dulles Planning Subarea of the County on a proffered 5-acre site south of Braddock Road and west of Loudoun County Parkway.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase
Program Department Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
DTCI Contact	Peter Hargreaves, DTCI 703.771.5564 Peter.Hargreaves@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$2,005,000
Construction	\$8,825,000
FFE	\$2,100,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$12,930,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$2,500,000
Cash Proffers	\$10,430,000
<b>Total Revenue</b>	<b>\$12,930,000</b>



**Project Status Update:**

In this quarter, DTCI received the 100% design package on November 18, 2015 from the design consultant, Samaha. The developer's parcel conveyance package was approved by Building & Development (B&D) and the County Attorneys Office and is scheduled for approval at the Board of Supervisors' January 6, 2016 business meeting. Final revisions are being made to address remaining B&D comments to the project's Site Plan. An Invitation for Bid (IFB) has been drafted. In the next quarter, conveyance of the property to the County is anticipated as well as Site Plan approval. The IFB will be finalized and advertised to solicit construction bids after the Site Plan is approved. The target date for construction to begin is Summer 2016, with Fall 2018 completion anticipated.

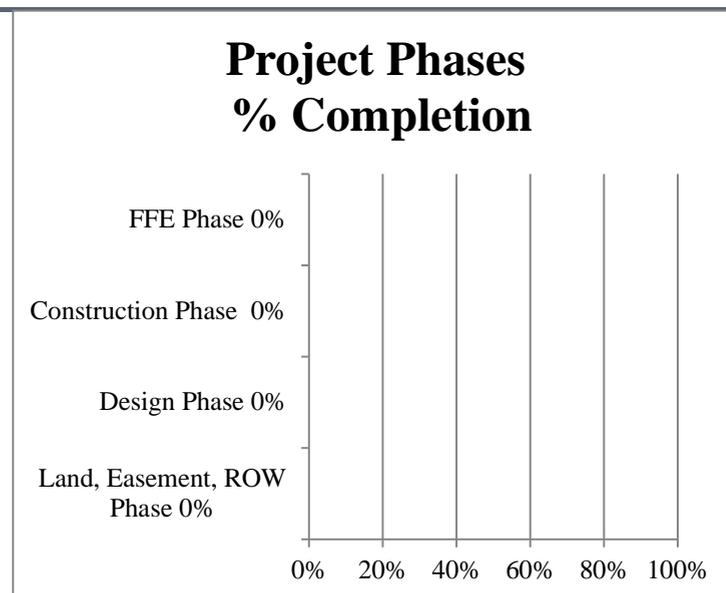


**PROJECT INFORMATION**

Project Name	<b>LOVETTSVILLE FIRE STATION REPLACEMENT</b>
Project Description	This project provides the funding for the first phase to replace the Lovettsville Fire & Rescue Station. The first phase stabilizes the current site with acceptable crew quarters and furnishing. Design and construction phase funding are planned for FY 2017.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase
Program Department Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
Project Contact	Kevin Wright, DFREM 703.777.0434 Kevin.Wright@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$420,000
Construction	\$580,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$1,000,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Design Phase 0%	0%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Construction Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$1,000,000
<b>Total Revenue</b>	<b>\$1,000,000</b>



**Project Status Update:**

In this quarter, the temporary bunk trailers were installed and utility connections completed. The trailers became operational by the end of December 2015. Studies to determine the best location for the new facility and to identify improvements needed to the existing building were also completed. In the next quarter, Fire & Rescue (F&R) staff will review the facility location and building improvement studies with Lovettsville Volunteer Fire Company leadership. A decision on temporary station operations is anticipated by Spring 2016. Design of a new facility will begin the first quarter for FY17 (Summer 2016).

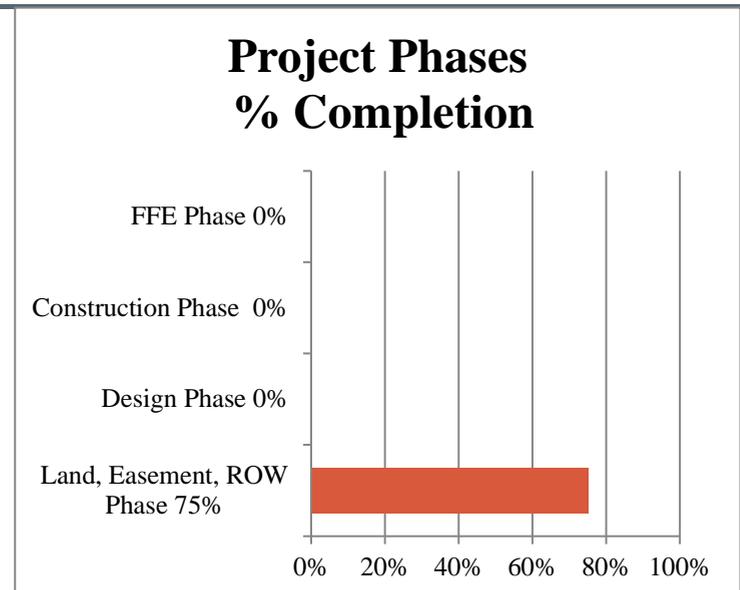


**PROJECT INFORMATION**

Project Name	<b>LUCKETTS FIRE &amp; RESCUE STATION REPLACEMENT</b>
Project Description	This project provides funding to design and construct a 15,000 square feet fire and rescue station to replace the existing Lucketts Volunteer Fire and Rescue Station.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
DTCI Contact	Dawn Klassen, DTCI 571.258.3252 Dawn.Klassen@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,370,000
Construction	\$7,920,000
FFE	\$2,200,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$11,490,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 75%	75%
Design Phase 0%	0%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Land Acquisition Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$11,490,000
<b>Total Revenue</b>	<b>\$11,490,000</b>



**Project Status Update:**

In this quarter, due diligence research was reviewed for the property under contract by DTCI staff and the County Attorney's Office. During closed session, the Board of Supervisors was briefed on the land acquisition status. To address discovered issues, the due diligence period has been extended to June 2016. In the next quarter, the County Attorney's Office will pursue resolution of potential acquisition issues.

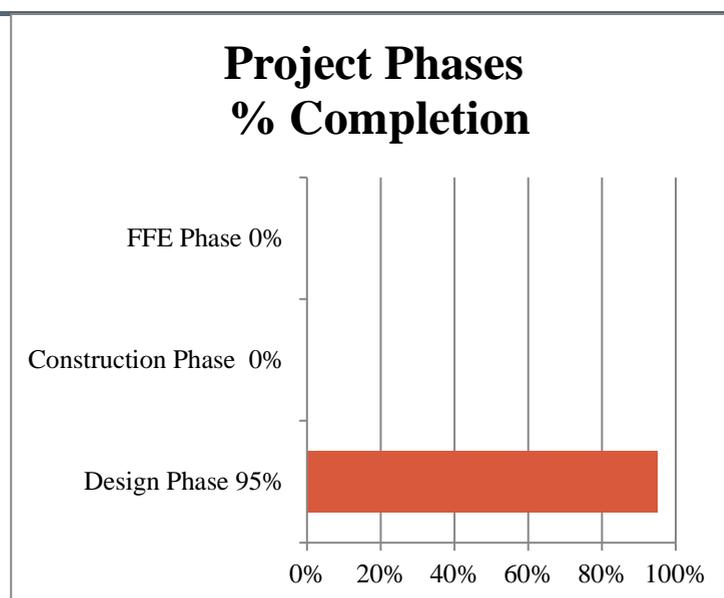


**PROJECT INFORMATION**

Project Name	<b>PUBLIC SAFETY FIRING RANGE</b>
Project Description	This project designs and constructs an indoor firing range facility to provide firearms training for public safety staff. The indoor facility will be constructed on a developer proffered land site owned by the County.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Bev Tate, Sheriff's Office 571.258.3864 Bev.Tate@loudoun.gov
DTCI Contact	Peter Hargreaves, DTCI 703.771.5564 Peter.Hargreaves@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,850,000
Construction	\$19,080,890
FFE	\$369,110
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$21,300,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	0%
Design Phase 95%	95%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$16,000,000
Local Tax Funding	\$5,300,000
<b>Revenue Total</b>	<b>\$21,300,000</b>



**Project Status Update:**  
 In this quarter, the building design proceeded to 95%. The facility's Special Exception (SPEX) application was approved by the Board of Supervisors at its December 9, 2015 Public Hearing. In the next quarter, Site Plan documents will be submitted to Building and Development (B&D) for review. The design phase is planned for completion Spring 2016.

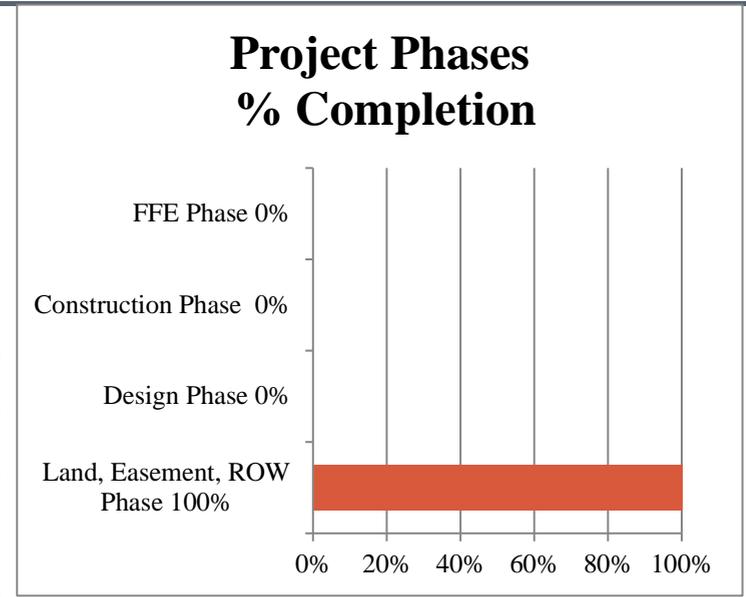


**PROJECT INFORMATION**

Project Name	<b>STERLING FIRE AND RESCUE STATION REPLACEMENT</b>
Project Description	This project provides funding to design and construct a new 22,000 square foot replacement station for the Sterling Volunteer Fire and Rescue Companies.
Project Type	Public Safety Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
DTCI Contact	Peter Hargreaves, DTCI 703.771.5564 Peter.Hargreaves@loudoun.gov
Election District	Sterling
Supervisor	Saines

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$2,225,000
Construction	\$12,746,000
FFE	\$1,250,000
Land	\$2,200,000
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$18,421,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	100%
Design Phase	0%
Construction Phase	0%
FFE Phase	0%
<b>Design Phase Completion:</b>	<b>Fall 2017</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$16,480,000
Cash Proffers	\$1,941,000
<b>Total Revenue</b>	<b>\$18,421,000</b>



**Project Status Update:**

In this quarter, settlement was held on October 26, 2015 to acquired additional land needed to redevelop the fire & rescue station. DTCI staff obtained a proposal from task order architectural firm, Moseley Architects, to design the new fire & rescue station. A Purchase Order was issued to Moseley Architects on December 29, 2015. In the next quarter, design of the new station will commence, and completion of the design phase is planned for Fall 2017.

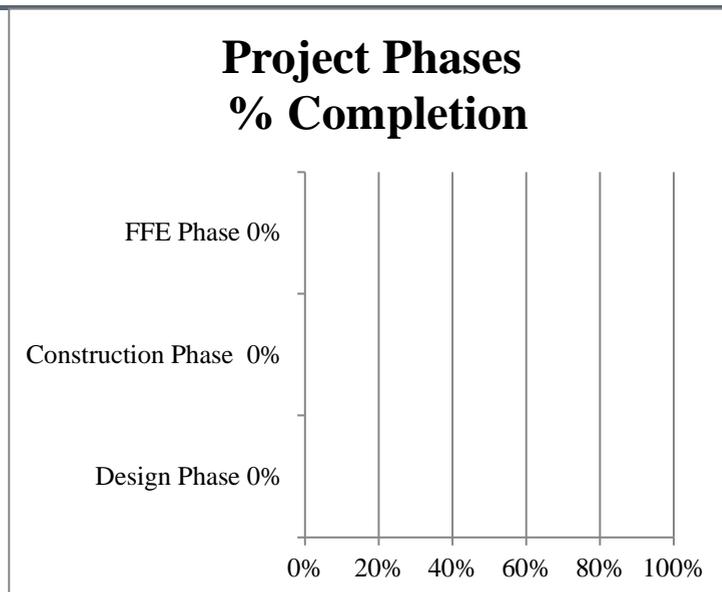


**PROJECT INFORMATION**

Project Name	<b>TRAFFIC SIGNAL PREEMPTION DEVICES</b>
Project Description	This project provides funding to equip seventy-six key intersections in the County with traffic signal preemption devices.
Project Type	Public Safety Facilities
Project Phase Funding	Construction
Program Department Contact	Keith Brower, Chief, DFREM 703.777.0435 Keith.Brower@loudoun.gov
Project Contact	Kevin Wright, DFREM 703.777.0434 Kevin.Wright@loudoun.gov
Election District	Countywide
Supervisor	Countywide

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$0
Alterations to Signals	\$1,570,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$1,570,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 0%	0%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Construction Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$1,570,000
<b>Total Revenue</b>	<b>\$1,570,000</b>



**Project Status Update:**

In this quarter, Fire & Rescue (F&R) was finalizing a scope of work for the work group that will be formed for this project. In the next quarter, the work group will begin drafting a set of policies and procedures with anticipated completion in Summer 2016. A list of intersection to be included during the initial installations will also be developed by Summer 2016.

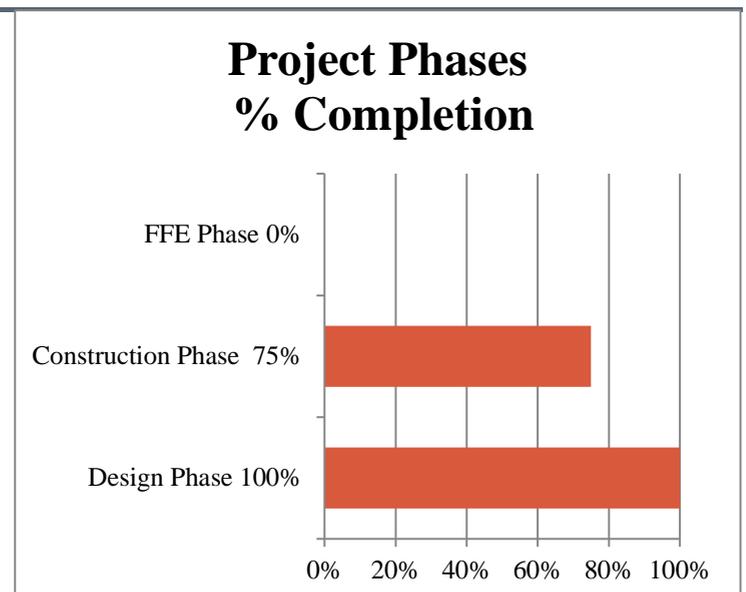


**PROJECT INFORMATION**

Project Name	<b>WESTERN LOUDOUN SHERIFF STATION</b>
Project Description	This project designs and constructs an 8,700 square foot Sheriff Station on a county-owned site adjacent to the Town of Round Hill to serve western Loudoun County.
Project Type	Public Safety Facilities
Project Phase Funding	Construction Phase
Program Department Contact	Robert Buckman, Sheriff's Office 703.777.0154 Robert.Buckman@loudoun.gov
DTCI Contact	Robert Edwards, DTCI 703.771.5320 Robert.Edwards@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,423,880
Construction	\$5,211,120
FFE	\$300,000
Land	\$1,232,720
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$8,167,720</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 75%	75%
FFE Phase 0%	0%
<b>Construction Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$8,167,720
<b>Total Revenue</b>	<b>\$8,167,720</b>



**Project Status Update:**

A contract was awarded to Lantz Construction Company of Winchester Inc. in Winter 2015 and work is ongoing. In this quarter, finishes installation has begun and is 70% complete, base asphalt was completed and site work is 80% complete. In the next quarter, systems start up and commissioning will be underway, low voltage systems installation will begin, finishes installation will be completed and landscape and fence installation will occur, weather pending. Construction is planned for completion in Spring 2016.

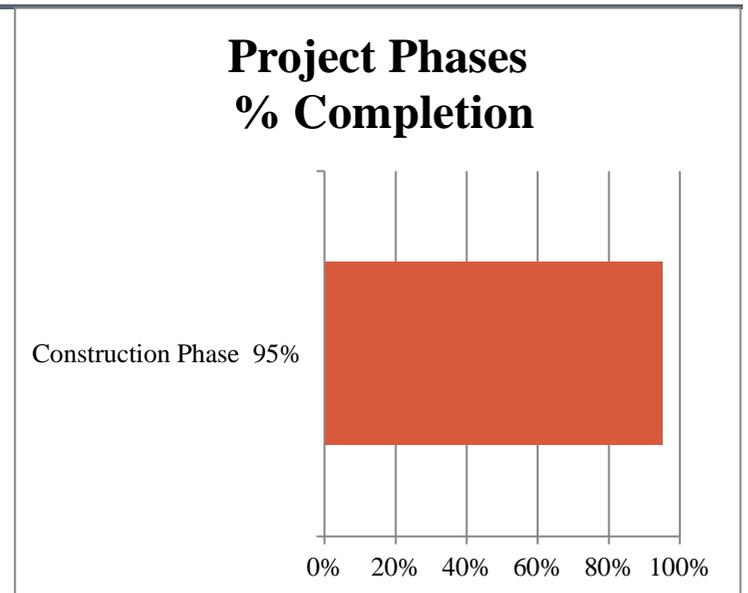


**PROJECT INFORMATION**

Project Name	<b>ATHELTIC FIELD IMPROVEMENTS</b>
Project Description	This project funds turf and irrigation upgrades to 25 athletic fields at Elementary and Middle school sites throughout the County to improve playing field conditions.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Construction Phase
Program Department Contact	Steve Torpy, PRCS 703.777.0345 Steve.Torpy@loudoun.gov
Project Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
Election District	Countywide
Supervisor	Countywide

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$2,100,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$2,100,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase N/A	N/A
Construction Phase 95%	95%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$2,100,000
<b>Total Revenue</b>	<b>\$2,100,000</b>



**Project Status Update:**

In this quarter, field renovations were completed at Cedar Lane (field 2) and Catoctin Elementary Schools (field 2). Parks, Recreation and Community Services (PRCS) is still working with Loudoun County Public Schools (LCPS) to complete the necessary power connections at Ashburn and Creighton Elementary Schools, and work with the electrical contractor to complete work. On schedule and budget to complete final fields of initial 25 fields by Summer 2016. Evaluated all school fields again during Summer 2015 and developed new plan for future field renovations.

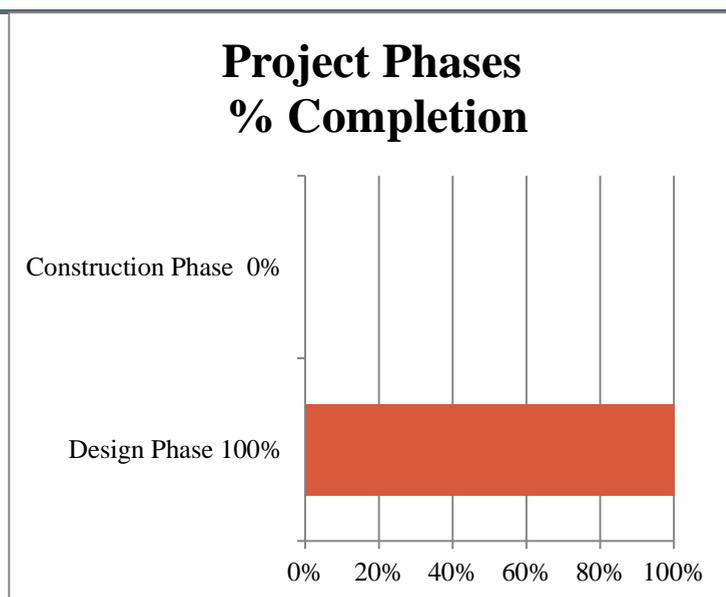


**PROJECT INFORMATION**

Project Name	<b>BLES PARK RESTROOMS</b>
Project Description	This project provides funding to install a public restroom building in Bles Park.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Bill Clark, DTCI 703.737.8822 Bill.Clark@loudoun.gov
Election District	Algonkian
Supervisor	Volpe

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$65,000
Construction	\$216,450
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$281,450</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$281,450
Revenue Total	\$281,450



**Project Status Update:**

In this quarter, DTCI staff met with the pre-manufactured restroom vendor, Smith-Midland, on November 4, 2015 to review the project status and to develop a submission schedule for shop drawings and building permit application. Shop drawings were submitted to DTCI on December 17, 2015 for review. In the next quarter, a Building Permit application will be submitted to Building & Development (B&D). DTCI will continue tracking Smith-Midland's progress to ensure the building is on schedule for a Spring 2016 delivery. Construction completion is now planned for Summer 2016.

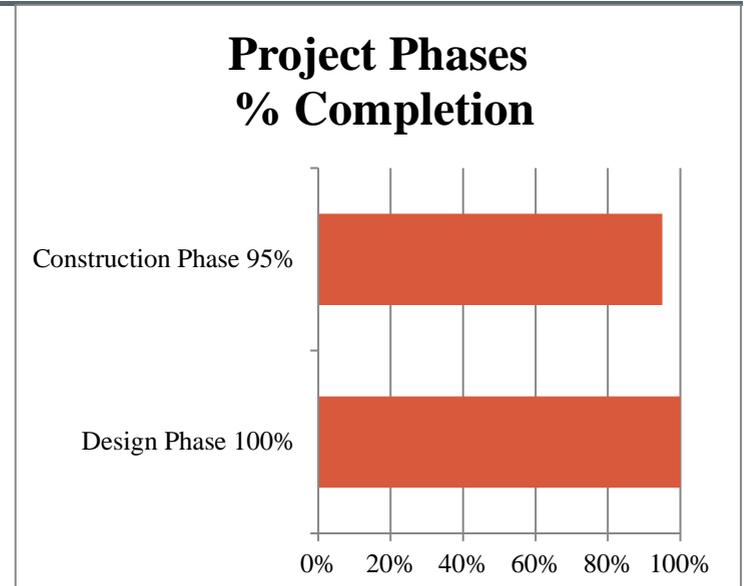


**PROJECT INFORMATION**

Project Name	<b>BRAMBLETON DISTRICT PARK - EAST</b>
Project Description	This project designs and constructs a District Park which will consist of nine athletic fields on approximately 26 acres east and 33 acres west of Belmont Ridge Road (Route 659) in the Brambleton community. This page reports on the Eastern portion of the overall project.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Nicholas Brown, DTCI 571.258.3435 Nicholas.Brown@loudoun.gov
Election District	Dulles, Blue Ridge
Supervisor	Letourneau, Buffington

**PROJECT BUDGET & SCHEDULE**

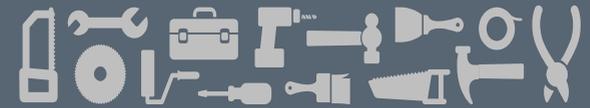
<b>Budget</b>	
Design	\$655,900
Construction	\$7,219,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$7,874,900</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	100%
Construction Phase	95%
FFE Phase	N/A
<b>Construction Completion (East):</b>	<b>Winter 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$7,524,900
Local Tax Funding	\$350,000
<b>Revenue Total</b>	<b>\$7,874,900</b>



**Project Status Update:**

Jeffrey Stack Inc. was awarded the construction contract September 2014 and work is ongoing. The fields reopened for use in early September 2015. In this quarter, the general contractor's work was completed, however, the precast restroom provided by Smith-Midland has delayed the overall completion of the project. Smith-Midland continues to work on the installation of the precast restroom. In the next quarter, the restroom will be complete. This project was previously planned for completion in Fall 2015, however due to a delay in the delivery of the precast restroom from the manufacturer, the project completion has been delayed to Winter 2016.

\*Budget and Revenue listed includes design and construction for the Eastern and Western Park projects combined.

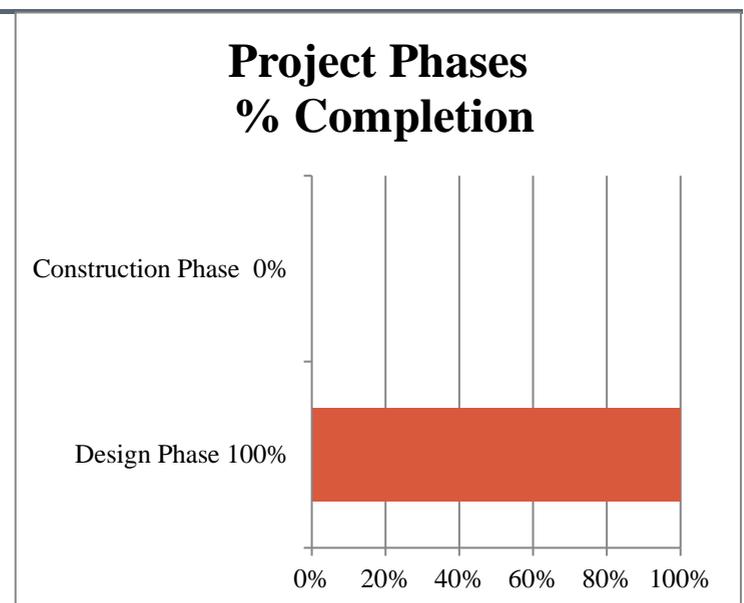


**PROJECT INFORMATION**

Project Name	<b>BRAMBLETON DISTRICT PARK - WEST</b>
Project Description	This project designs and constructs a District Park which will consist of nine athletic fields on approximately 26 acres east and 33 acres west of Belmont Ridge Road (Route 659) in the Brambleton community. This page reports on the Western portion of the overall project.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Nicholas Brown, DTCI 571.258.3435 Nicholas.Brown@loudoun.gov
Election District	Dulles, Blue Ridge
Supervisor	Letourneau, Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$655,900
Construction	\$7,219,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$7,874,900</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	100%
Construction Phase	0%
FFE Phase	N/A
<b>Construction Completion (West):</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$7,524,900
Local Tax Funding	\$350,000
<b>Revenue Total</b>	<b>\$7,874,900</b>



**Project Status Update:**

Bids for the project were received on August 24, 2015 and all bids were above the construction budget. Following approval of supplemental funding for the project, in this quarter, on October 21, 2015, the Board of Supervisors approved the construction contract award for FHP Techtonics in the amount of \$4,425,000.00. The contract was executed in October and Notice to Proceed was issued on December 7, 2015. Additionally this quarter, Erosion & Sediment (E&S) controls began. In the next quarter, underground utilities, lighting, clearing and grading activities will begin, weather pending. The construction duration is 240 days and is completion is planned for Fall 2016.

\*Budget and Revenue listed includes design and construction for the Eastern and Western Park projects combined.

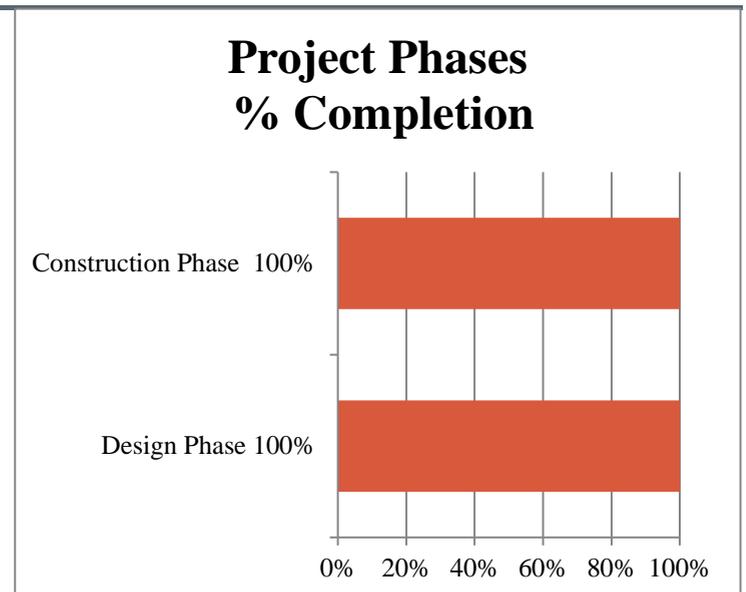


**PROJECT INFORMATION**

Project Name	<b>BYRNES RIDGE PARK LIGHTS</b>
Project Description	This project provides for the lighting of the baseball and rectangular fields at Byrnes Ridge Park.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Nicholas Brown, DTCI 571.258.3435 Nicholas.Brown@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$234,500
Construction	\$1,910,500
FFE	\$0
Land	\$0
Proffered Land	\$2,502,000
<b>Total Project Cost:</b>	<b>\$4,647,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 100%	100%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Fall 2015</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$2,145,000
Land Proffers	\$2,502,000
Revenue Total	\$4,647,000



**Project Status Update:**  
 On September 1, 2015, the fields reopened for use. In this quarter, the project achieved Substantial Completion on October 21, 2015 and Final Completion on November 20, 2015.

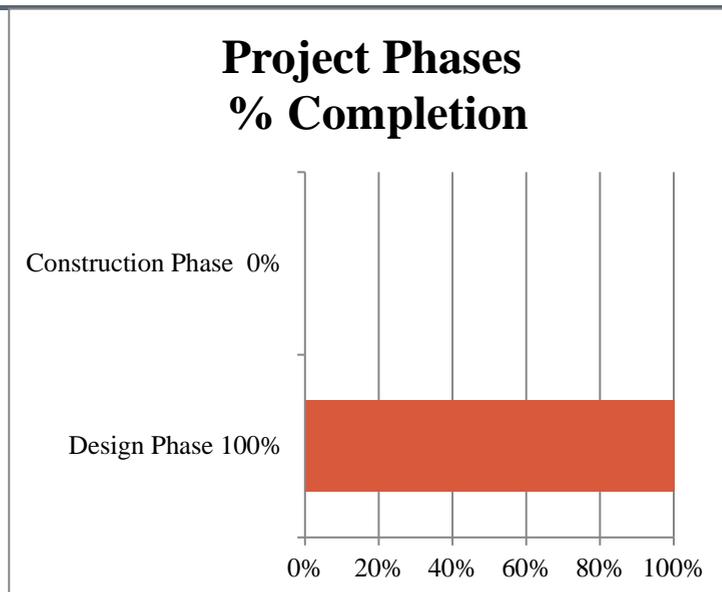


**PROJECT INFORMATION**

Project Name	<b>CLAUDE MOORE PARK RESTROOMS &amp; LIGHTS</b>
Project Description	This project funds the installation of a public restroom building in Claude Moore Park and lights a football field in the active recreation area.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
Election District	Sterling
Supervisor	Saines

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$100,000
Construction	\$360,505
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$460,505</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 30%	30%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Fall 2015</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$460,505
Revenue Total	\$460,505



**Project Status Update:**

In this quarter, the design consultant, Burgess & Niple updated the Site Plan Amendment (SPAM) to address Building & Development (B&D) and Loudoun Water comments. Based on a satisfactory response to comments, B&D requested SPAM signature sets on December 17, 2015. In the next quarter, B&D will approve the SPAM and sanitary sewer easement documents will be provided to LCPS for a proposed easement on Park View HS. Due to extensive delays by the pre-manufacture restroom vendor, Smith-Midland, on other County projects, Procurement and DTCI have decided to not order the proposed restroom building from Smith-Midland, but to issue a new Invitation for Bid (IFB) to procure and install the restroom building at this and two other locations. Development of the IFB was initiated in Fall 2015 with advertisement projected in Winter 2016 and contract award Spring 2016. Upon award, DTCI will work with the successful contractor to develop a construction schedule to complete the project. After contract award, DTCI will work with PRCS to determine if adequate funding exists for additional field lighting.

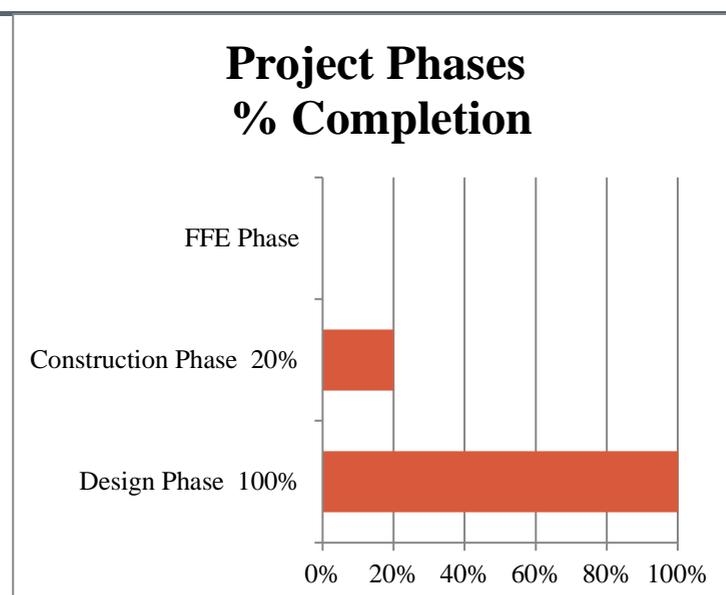


**PROJECT INFORMATION**

Project Name	<b>DULLES SOUTH MULTIPURPOSE CENTER PHASE II</b>
Project Description	This project provides for the design and construction of an approximately 80,000 square foot addition to the Dulles South Multipurpose Center. The program includes recreation and fitness areas, program facilities and an aquatics center.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Bill Clark, DTCI 703.737.8822 Bill.Clark@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,534,445
Construction	\$39,635,555
FFE	\$1,250,000
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$42,420,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 20%	20%
FFE Phase	0%
<b>Construction Phase Completion:</b>	<b>Spring 2017</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$23,155,000
Cash Proffers	\$19,265,000
<b>Total Revenue</b>	<b>\$42,420,000</b>



**Project Status Update:**

Forrester Construction Company was awarded the contract for construction in June 2015. In this quarter, the competition pool was poured, the recreation pool began, footings and masonry walls were underway. In the next quarter, steel erection will begin, water and sewer work will near completion, site electrical and parking lot construction activities will begin, weather pending. Construction completion is planned for Spring 2017.

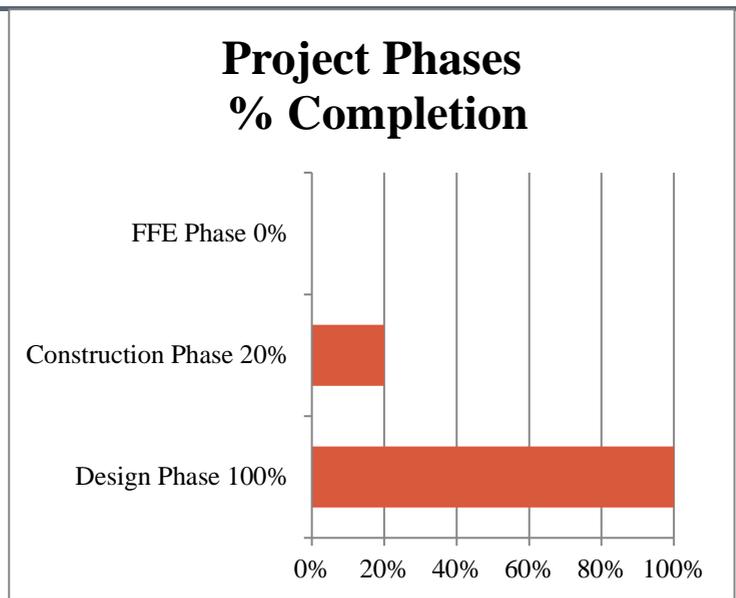


**PROJECT INFORMATION**

Project Name	<b>DULLES SOUTH MULTIPURPOSE CENTER PHASE III</b>
Project Description	This project provides for the design of an approximately 15,000 square foot Senior Center addition to the Dulles South Multipurpose Center.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Bill Clark, DTCI 703.737.8822 Bill.Clark@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$675,000
Construction	\$0
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$675,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 20%	20%
FFE Phase 0%	0%
<b>Construction Phase Completion:</b>	<b>Spring 2017</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$675,000
Revenue Total	\$675,000



**Project Status Update:**

Forrester Construction Company was awarded the contract for construction in June 2015. In this quarter, the competition pool was poured, the recreation pool began, footings and masonry walls were underway. In the next quarter, steel erection will begin, water and sewer work will near completion, site electrical and parking lot construction activities will begin, weather pending. Construction completion is planned for Spring 2017.

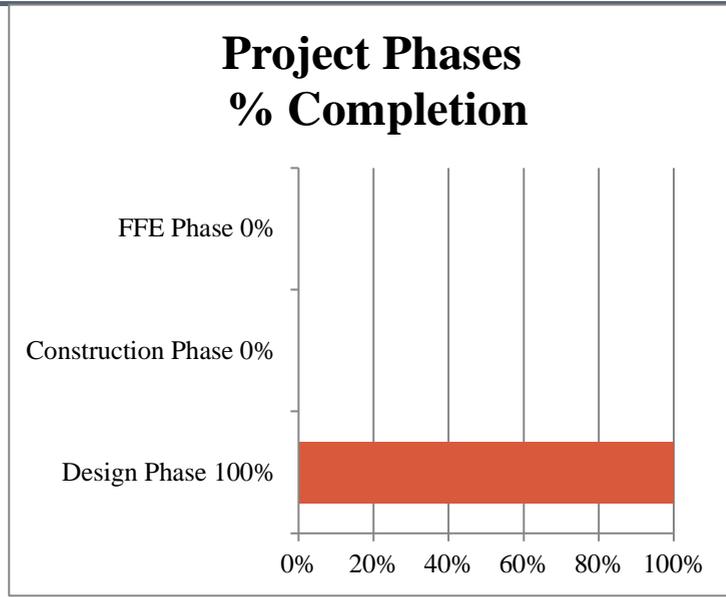


**PROJECT INFORMATION**

Project Name	<b>EDGAR TILLET MEMORIAL PARK</b>
Project Description	This project provides funding to add a public restroom building, concessions, additional parking, trails and a playground to Edgar Tillett Memorial Park.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Kiran Parikh, DTCI 703.737.8022 Kiran.Parikh@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$449,915
Construction	\$1,921,375
FFE	\$8,115
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$2,379,405</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Construction Phase Completion:</b>	<b>Spring 2017</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$2,379,405
Revenue Total	\$2,379,405



**Project Status Update:**

At its March 18, 2015 Business Meeting, the Board amended the FY 2015 CIP to add \$780,000 in cash proffers to this project. B&D approved the Site Plan Amendment (SPAM) on June 8, 2015. In this quarter, bid documents and a draft Invitation for Bid (IFB) were finalized. Although bid documents are complete, the project will not be advertised until Spring 2016 and construction will not begin until late Summer/Fall 2016. Deferment of bidding and construction are necessary since construction is occurring at nearby Brambleton Park West to upgrade the baseball fields and add athletic lights from Fall 2015 through Summer 2016. Brambleton Park West will be shut down during this construction period and PRCS needs to keep Edgar Tillett Park fully operational during the period to meet field demands. Once the Brambleton Park West improvements are complete and operational (targeted for Fall 2016), Edgar Tillett Park will be shut down to construct the proposed improvements. Construction completion is planned for Spring 2017.

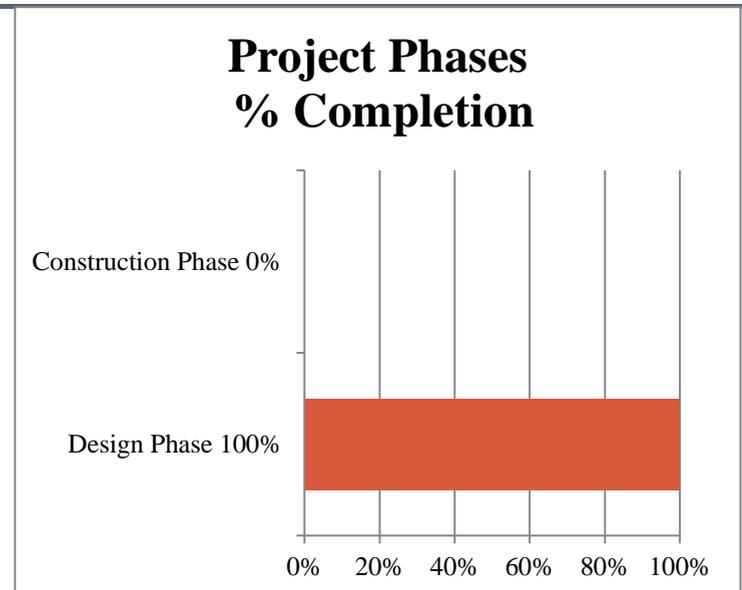


**PROJECT INFORMATION**

Project Name	<b>E.E. LAKE STORE</b>
Project Description	This projects converts the EE Lake General Store into a Bluemont Area Welcome Center. The Bluemont Citizens Association in partnership with the Loudoun County Department of Parks, Recreation and Community Services will open the center to the public providing hikers and bikers a rest stop. The project adds public restroom facilities to the building.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Melissa Tello, DTCI 703.737.8054 Melissa.Tello@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$164,080
Construction	\$481,220
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$645,300</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
MAP-21 Funding	\$400,000
Local Tax Funding	\$200,000
TOT Funding	\$45,300
<b>Total Revenue</b>	<b>\$645,300</b>



**Project Status Update:**

In this quarter, an Invitation for Bid (IFB) was issued and no bids were received on December 10, 2015, the scheduled bid opening date. Staff reviewed options for proceeding with the project and determined that, due to the MAP-21 project requirements, which involve Federal funding, the project will be rebid. In the next quarter, an IFB will be reissued. A 9 month construction duration is planned. This project was previously reported with construction completion in Fall 2016, however will be further delayed pending the results of the rebid. The overall completion date will be updated at that time.

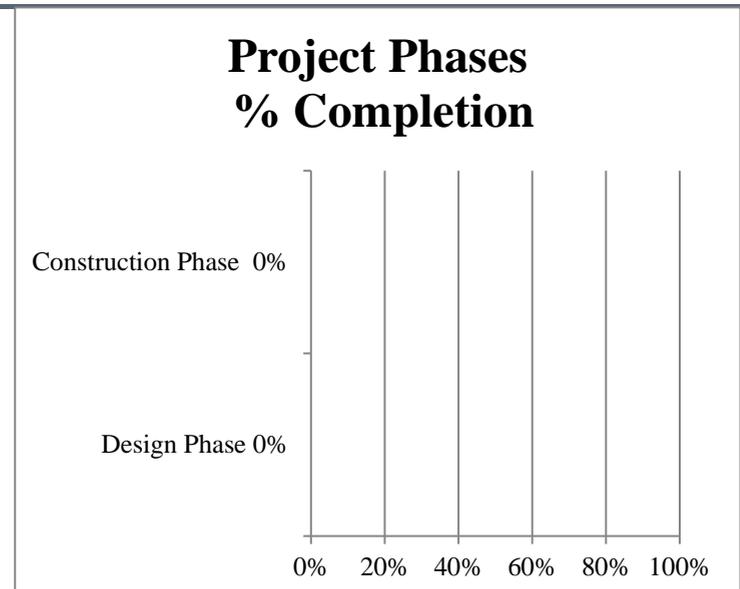


**PROJECT INFORMATION**

Project Name	<b>FIELDS FARM PARK - ULYFL STADIUM AND SOFTBALL FIELD LIGHTS</b>
Project Description	This project funds the development of a football stadium at Fields Farm Park and lights at the softball fields. These amenities will be developed through an agreement between Loudoun County and the Upper Loudoun Youth Football League.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Greg Barnes, DTCI 571.258.3447 Greg.Barnes@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,560,000
Construction - Stadium	\$0
Construction - Softball Lights	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$1,560,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	0%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$1,560,000
<b>Total Revenue</b>	<b>\$1,560,000</b>



**Project Status Update:**

On March 16, 2015, the President of Upper Loudoun Youth Football League (ULYFL) notified Parks, Recreation and Community Services that ULYFL exercised its right to terminate the Memorandum of Understanding (MOU) to design and construct the Fields Farm Park football stadium. The Board of Supervisors was notified of this action via a memorandum in July 2015. PRCS will develop a new conceptual plan for the County to fully develop the Fields Farm Park as a County project in the next Capital Improvement Program budget cycle.

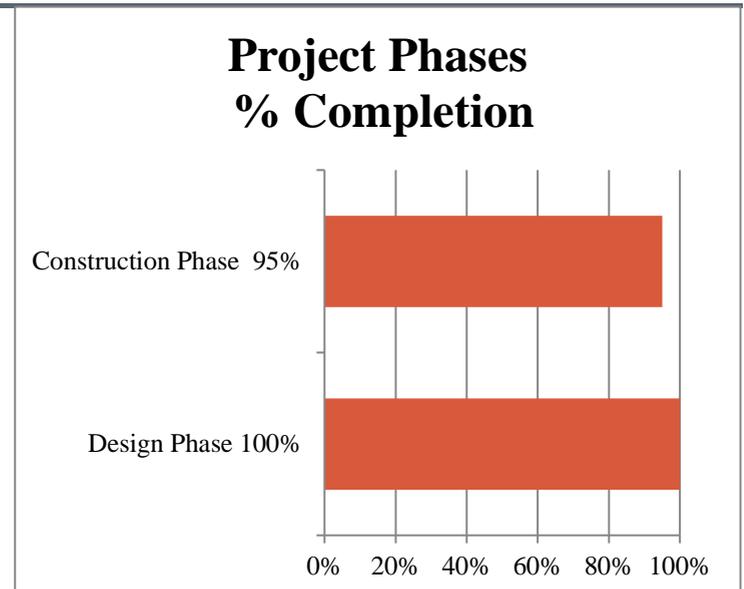


**PROJECT INFORMATION**

Project Name	<b>FRANKLIN PARK RECTANGULAR FIELD LIGHTING-PHASE II</b>
Project Description	This project funds the design and construction to light the rectangular sports fields at Franklin Park. A Special Exception is required.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Don Bredice, DTCI 703.737.8840 Don.Bredice@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$256,180
Construction	\$1,813,820
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$2,070,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 95%	95%
FFE Phase 0%	0%
<b>Construction Phase Completion:</b>	<b>Winter 2016</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$2,070,000
<b>Total Revenue</b>	<b>\$2,070,000</b>



**Project Status Update:**

I&Y Construction LLC was award to the construction contract in August 2015. In this quarter, the landscape installation and lighting installation achieved substantial completion and light level testing began. In the next quarter, the light level testing will be completed and final completion will be achieved.

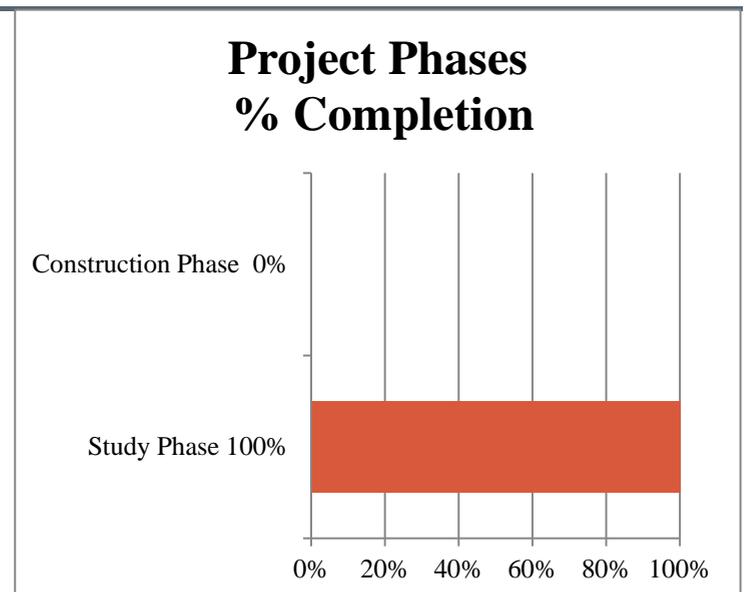


**PROJECT INFORMATION**

Project Name	<b>FRANKLIN PARK TO PURCELLVILLE TRAIL</b>
Project Description	This project provides funding to develop a trail alignment and preliminary design for a recreation trail from Franklin Park to the Town of Purcellville.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Study Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Ron Mallory, DTCI 703.737.8398 Ron.Mallory@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$520,000
Construction	\$0
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$520,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 0%	0%
Study Phase 100%	100%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Study Phase Completion:</b>	<b>Fall 2015</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$520,000
<b>Total Revenue</b>	<b>\$520,000</b>



**Project Status Update:**

In September 2015, the design consultant, Dewberry, developed three preliminary alignments for a trail originating at Franklin Park and terminating at the Purcellville town limits. In this quarter, DTCI staff reviewed the alignment options and prepared recommendations. In the next quarter, DTCI staff recommendations will be presented to the Board to endorse a preferred alignment. This project only funds the preparation of an alignment study and no funding is currently available for detailed design or construction.

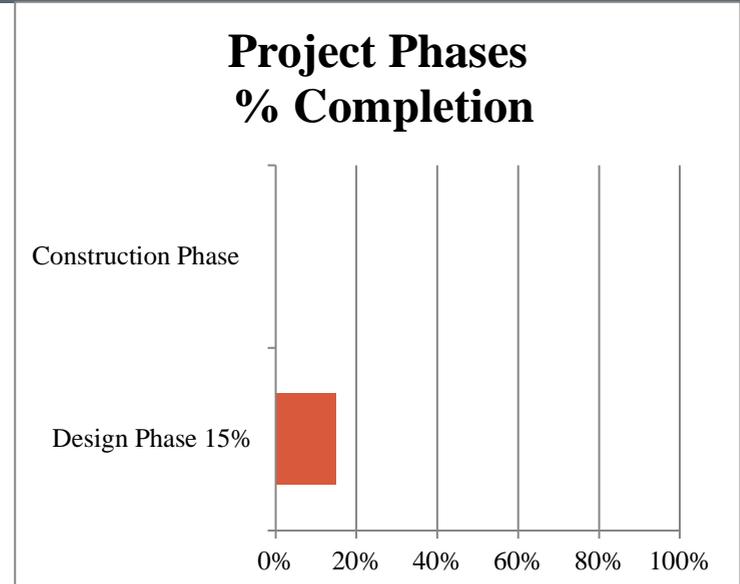


**PROJECT INFORMATION**

Project Name	<b>HAL &amp; BERNI HANSON REGIONAL PARK</b>
Project Description	This project funds the design phase of the 157-acre Hal and Berni Hanson Regional Park.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Kiran Parikh, DTCI 703.737.8022 Kiran.Parikh@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,071,565
Construction	\$2,868,755
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$3,940,320</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase 15%	15%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$3,850,165
Local Tax Funding	\$90,155
<b>Total Revenue</b>	<b>\$3,940,320</b>



**Project Status Update:**

Design consultant proposals were received on June 25, 2015 in response to a Request for Proposals (RFP) advertised on May 22, 2015. In this quarter, the Proposal Analysis Group interviewed the short listed firms and selected a top rated firm. Fee negotiations are ongoing with the top rated firm so a contract can be awarded. In the next quarter, Procurement will prepare an item for the FGOEDC and the Board of Supervisors to award the design contract. Park design is anticipated to commence in Spring 2016.

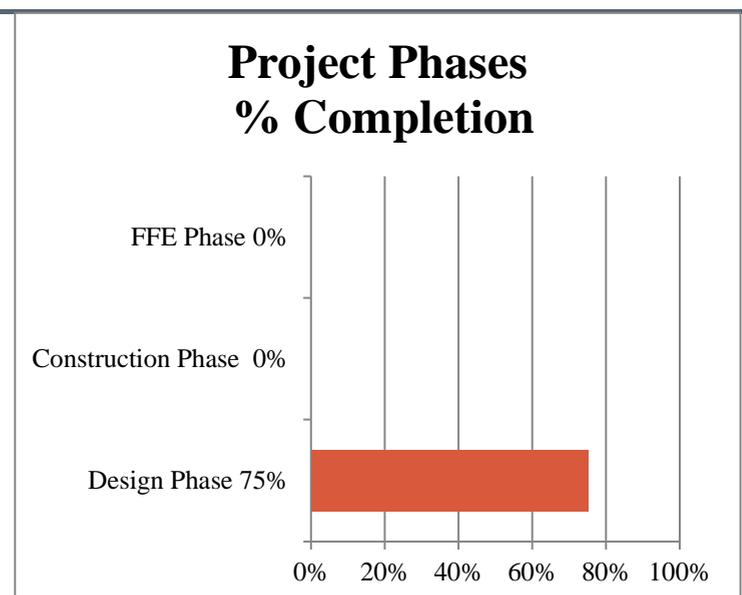


**PROJECT INFORMATION**

Project Name	<b>LOVETTSVILLE COMMUNITY CENTER</b>
Project Description	This project provides for the design and construction of a new community center building in the Town of Lovettsville to replace the current building.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Sandy Hunter, DTCI 571.258.3034 Sandy.Hunter@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$863,535
Construction	\$4,812,465
FFE	\$204,000
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$5,880,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 75%	75%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$5,380,000
Local Tax Funding	\$500,000
Revenue Total	\$5,880,000



**Project Status Update:**

In this quarter, the Board of Supervisors at its December 2, 2015 business meeting allocated \$1.5M in FY15 Fund Balance to the project to add senior and fitness rooms to the proposed community center and to renovate and enlarge the existing pool house. DTCI staff is working with the design consultant, LSY, to implement these design changes and to review the overall project cost estimate that currently exceeds the budget. Once a strategy is developed to reduce the estimated project cost and/or increase funding, the community center design will proceed from its current 75% status to 100% design. In the next quarter, LSY will advance the design toward 100%. Construction advertisement is targeted for Summer 2016.

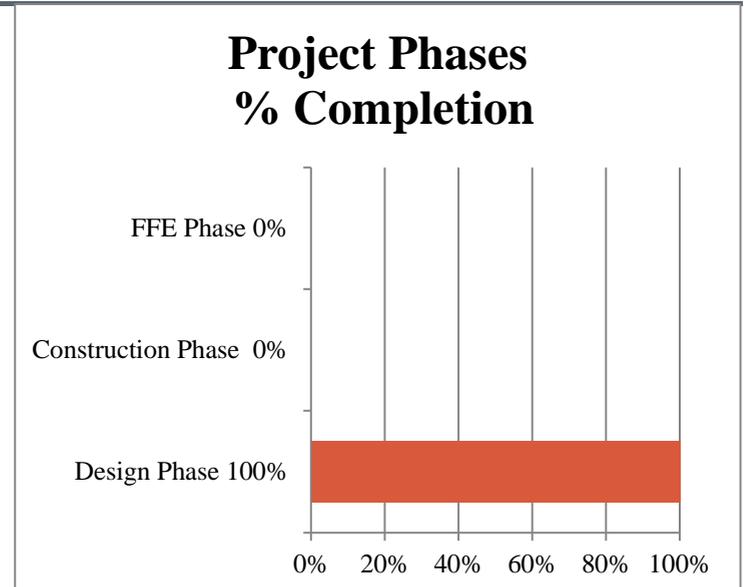


**PROJECT INFORMATION**

Project Name	<b>LOVETTSVILLE DISTRICT PARK</b>
Project Description	This project provides for the design and construction of a District Park to serve the Lovettsville area on a 91-acre County-owned site. The park will contain seven athletic fields, restrooms, concessions, maintenance facilities and an equestrian area.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Kelly Griffin, DTCI 703.737.8299 Kelly.Griffin@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$873,520
Construction	\$8,535,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$9,408,520</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase 90%	90%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Winter 2016</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$9,000,000
Gas Tax	\$408,520
<b>Total Revenue</b>	<b>\$9,408,520</b>



**Project Status Update:**

The Construction Plans and Profiles (CPAP) for E. Broad Way/Milltown Rd./Lovettsville Rd. improvements are approved. Park Site Plan approval is pending resolution of water and sewer ownership and maintenance issues with the Town of Lovettsville and is anticipated to occur in winter 2016. Consistent with the park Special Exception conditions, the road improvements will be constructed prior to the park improvements. In this quarter, DTCI staff finalized land acquisition and utility pole relocation arrangements with Dominion VA Power. In the next quarter, the Invitation For Bid (IFB) will be finalized to advertise the road improvements. Construction is anticipated to begin Summer 2016. As previously reported, the estimated cost to construct the park improvements is over the available budget. To deal with Park budget shortfall, park construction will be broken into two (2) phases. Phase 1 of the park development will involve construction of the access road through the park, installation of utilities, and construction of three (3) to four (4) athletic fields. Construction of the Phase 1 improvements will occur after the road improvements are completed. Phase 2 of the park development will involve construction of the remaining improvements in a future year when funds become available.

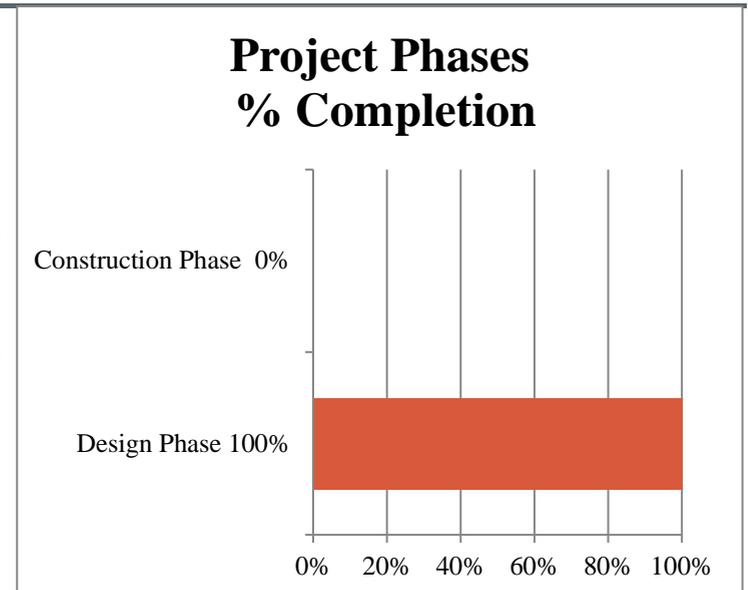


**PROJECT INFORMATION**

Project Name	<b>LYNDORA PARK RESTROOMS</b>
Project Description	This project funds the installation of a public restroom building in Lyndora Park.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Bill Clark, DTCI 703.737.8822 Bill.Clark@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$55,000
Construction	\$195,000
FFE	\$0
Land	\$0
Proffered Land	\$285,000
<b>Total Project Cost:</b>	<b>\$535,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$250,000
Land Proffers	\$285,000
Revenue Total	\$535,000



**Project Status Update:**

In this quarter, DTCI staff met with the pre-manufactured restroom vendor, Smith-Midland, on November 4, 2015 to review the project status and to develop a submission schedule for shop drawings and building permit application. Shop drawings were submitted to DTCI on December 10, 2015 for review. In the next quarter, a Building Permit application will be submitted to Building & Development (B&D). DTCI will continue tracking Smith-Midland's progress to ensure the building is on schedule for a Spring 2016 delivery. Construction completion is now planned for Summer 2016.

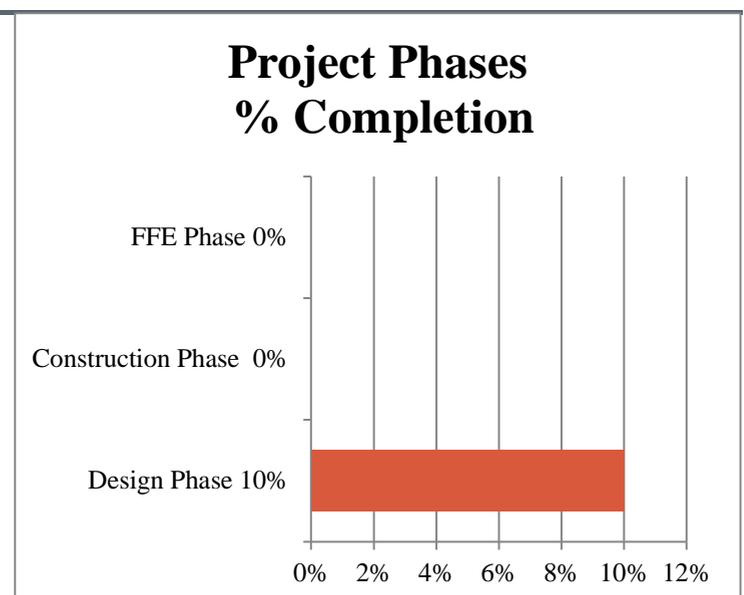


**PROJECT INFORMATION**

Project Name	<b>MOOREFIELD STATION COMMUNITY PARK</b>
Project Description	This project designs and constructs a Community Park co-located on the same site as the Moorefield Elementary School site. The community park will contain two rectangular fields, one diamond field, field lighting, trail and sidewalk network, public restrooms and concessions, and parking.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Kelly Griffin, DTCI 703.737.8299 Kelly.Griffin@loudoun.gov
Election District	Dulles
Supervisor	Letourneau

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,100,000
Construction	\$5,990,000
FFE	\$400,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$7,490,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 10%	10%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$7,490,000
<b>Total Revenue</b>	<b>\$7,490,000</b>



**Project Status Update:**

In this quarter, a purchase order was issued to task order consultant J2 Engineers on October 5, 2015 to perform the park design. A kick-off meeting was held on November 19, 2015 to review the project scope and to develop the design phase schedule. J2 Engineers has surveyed the site and initiated the park concept layout. In the next quarter, the concept layout will be completed and design will proceed toward 30%, with completion planned for Fall 2016.

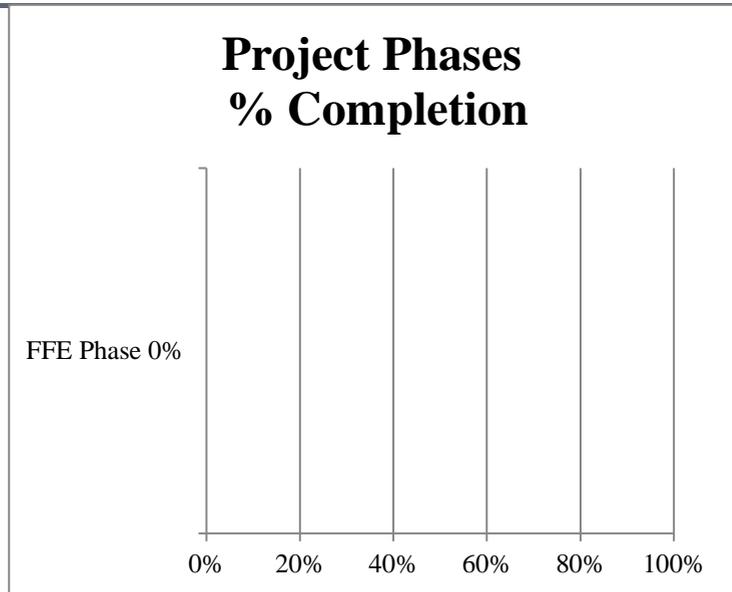


**PROJECT INFORMATION**

Project Name	<b>POTOMAC GREEN COMMUNITY PARK</b>
Project Description	This project provides funding to provide furnishings and equipment at the Potomac Green Community Park. The park is being constructed by a developer as an in-kind proffer and the 28-acre park site was proffered to the County.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Ron Mallory, DTCI 703.737.8398 Ron.Mallory@loudoun.gov
Election District	Broad Run
Supervisor	Meyer

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$800,000
Construction	\$1,984,005
FFE	\$465,995
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$3,250,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	10%
Construction Phase	0%
FFE Phase	0%
<b>Design Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$3,250,000
<b>Total Revenue</b>	<b>\$3,250,000</b>



**Project Status Update:**

This project is a developer (Miller & Smith-One Loudoun) initiated park for construction of ball fields. Construction began on the required proffered improvements in August 2014 by the developer and was substantially complete by the end of 2014. Funding in the amount of \$1.75 million is included in the Adopted FY16 Fiscal Plan to allow DTCI to complete the park in its entirety to meet PRCS standards. In this quarter, the task order design consultant, Gordon, initiated design to complete the park. In the next quarter, a concept layout will be finalized and verified with PRCS. Once the concept layout is completed, the design will proceed toward 30%.

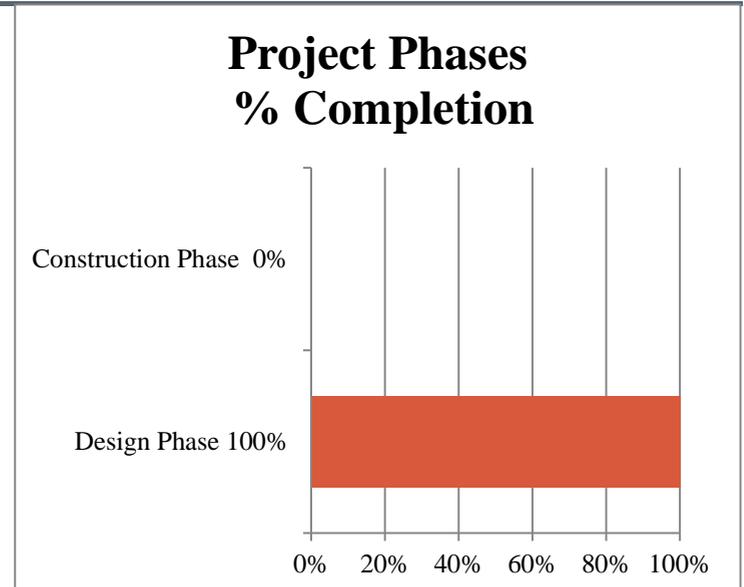


**PROJECT INFORMATION**

Project Name	<b>SCOTT JENKINS MEMORIAL PARK - PHASE II</b>
Project Description	This project constructs Phase II park amenities which include three small baseball fields, one rectangular athletic field, associated parking, public restrooms and concessions to serve the park.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$542,095
Construction	\$5,039,010
FFE	\$0
Land	\$303,895
Proffered Land	\$603,000
<b>Total Project Cost:</b>	<b>\$6,488,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>Winter 2017</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$5,488,000
Gasoline Tax	\$1,000,000
<b>Total Revenue</b>	<b>\$6,488,000</b>



**Project Status Update:**

In this quarter, DTCI and the design consultant, Pennoni, finalized bid documents and the Invitation For Bid (IFB). In the next quarter, the IFB will be advertised for construction. Contract award is anticipated in Spring 2016 with construction beginning in Summer 2016.

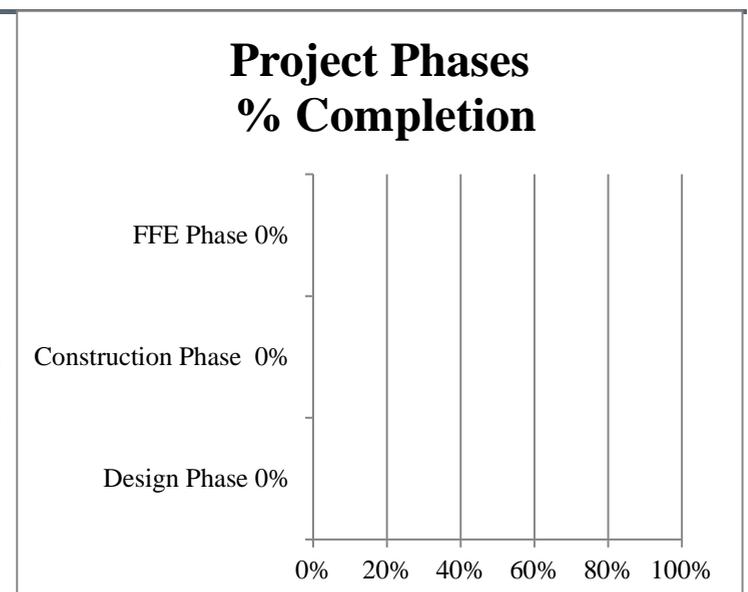


**PROJECT INFORMATION**

Project Name	<b>STERLING COMMUNITY CENTER</b>
Project Description	This project provides for the renovation of the community center building including the expansion of community center programming in the current Sterling Library space.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Peter Hargreaves, DTCI 703.771.5564 Peter.Hargreaves@loudoun.gov
Election District	Sterling
Supervisor	Saines

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$1,730,000
Construction	\$13,229,045
FFE	\$542,955
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$15,502,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	0%
Construction Phase	0%
FFE Phase	0%
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$11,582,000
Cash Proffers	\$3,920,000
Revenue Total	\$15,502,000



**Project Status Update:**

To better distribute the work load between task order design consultants, the design consultant assigned to this project is now Grimm and Parker. In this quarter, DTCI staff prepared and provided a scope of services to Grimm and Parker who is preparing a design proposal. In the next quarter, Grimm and Parker will finalize their design proposal, a purchase order will be issued, and design will be initiated for the community center renovations.

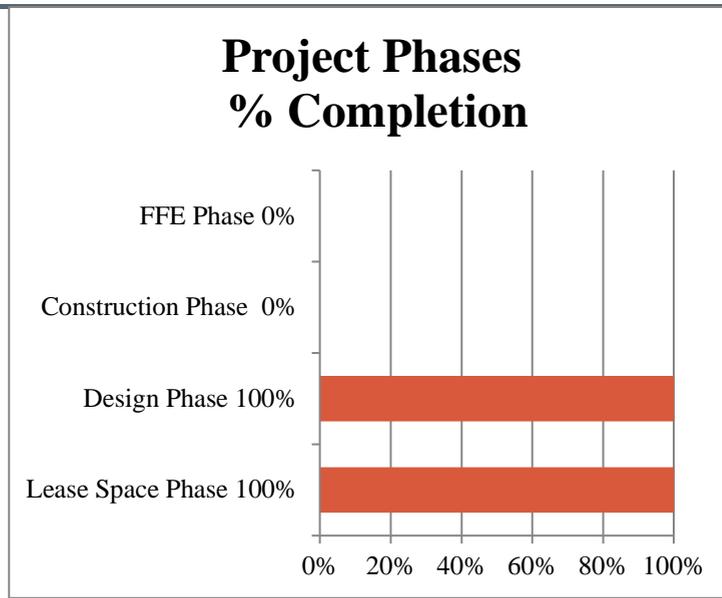


**PROJECT INFORMATION**

Project Name	<b>STERLING LIBRARY</b>
Project Description	This project relocates the Sterling Library to a storefront or office space location in the Sterling Community in order to renovate its current location to become a larger Sterling Community Center. This project is part of the Board's adopted Sterling Public Facilities Master Plan.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Chang Liu, Library Services 703.771.5235 Chang.Liu@loudoun.gov
DTCI Contact	McKinley Jones, DTCI 571.258.3611 McKinley.Jones@loudoun.gov
Election District	Sterling
Supervisor	Saines

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$2,150,580
Construction	\$3,374,420
FFE	\$975,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$6,500,000</b>
<b>Project Phase Progress:</b>	
Lease Space Phase 100%	100%
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Construction Phase Completion:</b>	<b>Summer 2016</b>
<b>Project Revenue(s)</b>	
General Obligation Bonds	\$4,850,000
Cash Proffers	\$1,650,000
<b>Total Revenue</b>	<b>\$6,500,000</b>



**Project Status Update:**

Based on requirements of the landlord leasing the storefront space, the schedule for design and construction has been accelerated to facilitate a September 2016 library opening. In this quarter, the design phase was completed and an Invitation for Bid (IFB) for construction was issued. Bids were received on December 3, 2015 and, on December 16, 2015, a contract was awarded to Marion Construction, Inc. in the amount of \$2,755,000.00. A Kick Off Meeting was held on December 18, 2015. In the next quarter, a Preconstruction Meeting and Notice to Proceed will occur and the contractor will mobilize onsite. Construction substantial completion is required by June 30, 2016 and outfitting will follow.

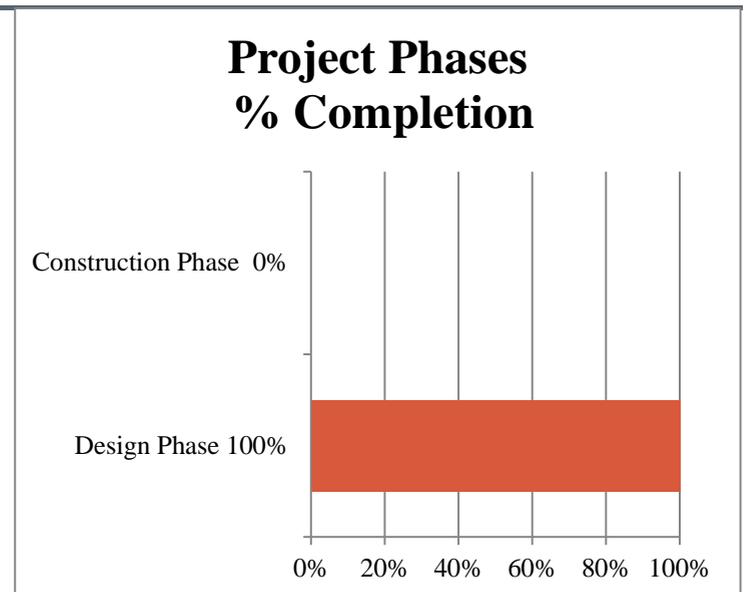


**PROJECT INFORMATION**

Project Name	<b>TRAILSIDE PARK RESTROOMS</b>
Project Description	This project funds the installation of a public restroom building in Trailside Park.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
Election District	Ashburn
Supervisor	Buona

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$55,000
Construction	\$220,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$275,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Fall 2015</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$275,000
Revenue Total	\$275,000



**Project Status Update:**

In this quarter, the design consultant, Burgess & Niple updated the Site Plan Amendment (SPAM) to address Building & Development (B&D) and Loudoun Water comments. Based on a satisfactory response to comments, B&D requested SPAM signature sets on November 16, 2015. In the next quarter, B&D will approve the SPAM. Due to extensive delays by the pre-manufacture restroom vendor, Smith-Midland, on other County projects, Procurement and DTCI have decided to not order the proposed restroom building from Smith-Midland, but to issue a new Invitation for Bid (IFB) to procure and install the restroom building at this and two other locations. Development of the IFB was initiated in Fall 2015 with advertisement projected in Winter 2016 and contract award Spring 2016. Upon award, DTCI will work with the successful contractor to develop a construction schedule to complete the project.

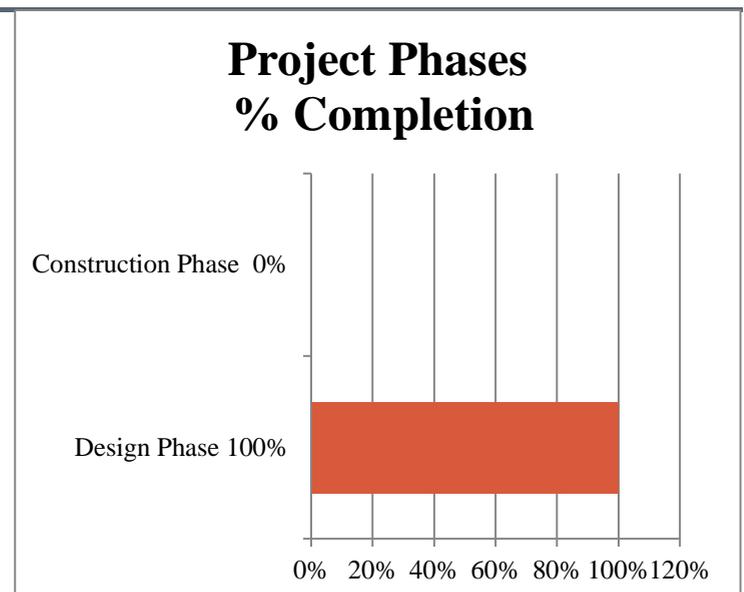


**PROJECT INFORMATION**

Project Name	<b>WOODGROVE PARK RESTROOMS</b>
Project Description	This project provides funds for the installation of a public restroom building in Woodgrove Park.
Project Type	Parks, Recreation and Culture Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Novak, PRCS 703.737.8992 Mark.Novak@loudoun.gov
DTCI Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$86,440
Construction	\$298,080
FFE	\$0
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$384,520</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$384,520
<b>Total Revenue</b>	<b>\$384,520</b>



**Project Status Update:**

The Site Plan Amendment (SPAM) for the pre-manufactured restroom building is approved and the grading permit is ready for issuance. In this quarter, DTCI continued processing the Water and Sewer Agreement with the Town of Round Hill and the County Attorney's Office. Due to extensive delays by the pre-manufactured restroom vendor, Smith-Midland, on this and other County projects, Procurement and DTCI have decided to cancel Smith-Midlands PO on this project and issue a new Invitation for Bid (IFB) to procure and install the restroom buildings at this and two other locations. The IFB development was initiated in Fall 2015 with advertisement anticipated in Winter 2016 and contract award in Spring 2016. Upon award, DTCI will work with successful contractor to develop a construction schedule to complete the project.

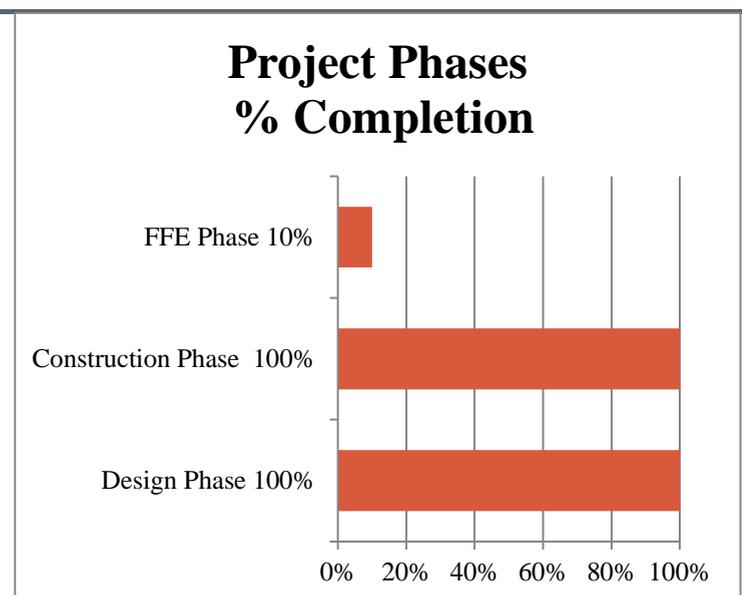


**PROJECT INFORMATION**

Project Name	<b>MIRROR RIDGE GROUP RESIDENCE</b>
Project Description	This project funds the build-out of the basement of the Mirror Ridge Group Residence to provide additional residential living and program space.
Project Type	Health & Welfare Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Joseph Wilson, MHSADS 703.771.5406 Joseph.P.Wilson@loudoun.gov
DTCI Contact	Bill Clark, DTCI 703.737.8822 Bill.Clark@loudoun.gov
Election District	Sterling
Supervisor	Saines

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$0
Construction	\$233,900
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$233,900</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase 100%	100%
Construction Phase 100%	100%
FFE Phase 10%	10%
<b>FFE Phase Completion:</b>	<b>Winter 2016</b>
<b>Project Revenue(s)</b>	
Cash Proffers	\$233,900
<b>Total Revenue</b>	<b>\$233,900</b>



**Project Status Update:**

The project achieved final completion in Summer 2015. In this quarter, Mental Health, Substance Abuse & Developmental Services (MHSADS) began planning the procurement of the furnishings. In the next quarter, the outfitting will continue for user occupancy for final completion of the overall project. The Furnishings, Fixtures & Equipment (FFE) phase for the project is planned for completion in Winter 2016 which is a delay from Fall 2015 as previously reported.

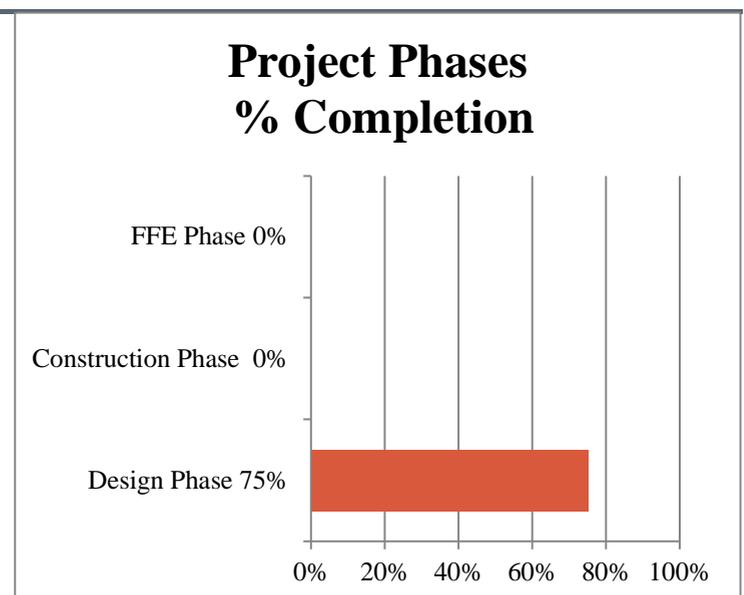


**PROJECT INFORMATION**

Project Name	<b>ROUND HILL DEVELOPMENTAL SERVICES GROUP RESIDENCE</b>
Project Description	This project designs a group residence for construction on a proffered site located 17394 Arrowood Place in the Villages at Round Hill.
Project Type	Health & Welfare Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Joseph Wilson, MHSADS 703.771.5406 Joseph.P.Wilson@loudoun.gov
DTCI Contact	Kiran Parikh, DTCI 703.737.8022 Kiran.Parikh@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$126,190
Construction	\$1,250,000
FFE	\$243,810
Land	
Proffered Land	
<b>Total Project Cost:</b>	<b>\$1,620,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 75%	75%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$120,000
Lease Revenue Financing	\$1,500,000
<b>Total Revenue</b>	<b>\$1,620,000</b>



**Project Status Update:**

In this quarter, the design consultant, HGA, submitted 75% design plans for DTCI staff review on December 23, 2015. In the next quarter, the 75% plans will be reviewed and review comments will be addressed as HGA advances the design to 100%. DTCI anticipates design completion in Spring 2016.

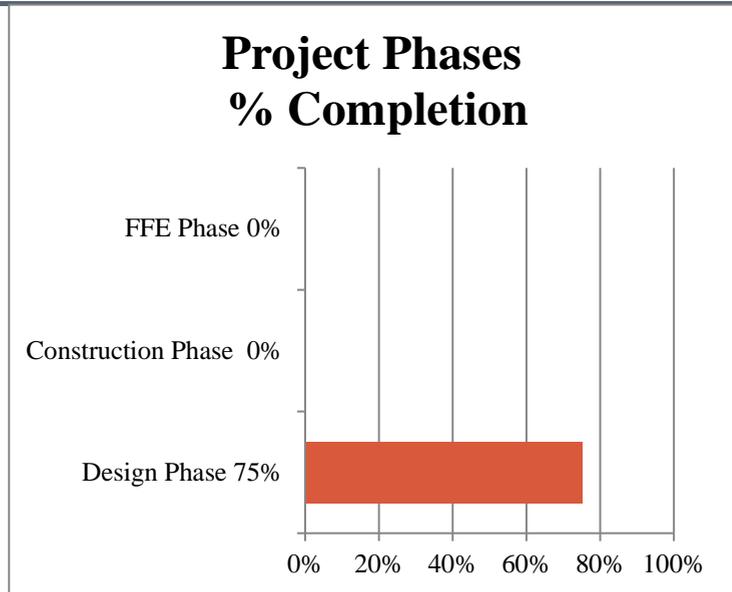


**PROJECT INFORMATION**

Project Name	<b>YOUTH SHELTER RENOVATION</b>
Project Description	This project provides funding to renovate the original County Youth Shelter located at the Government Support Center site off of Sycolin Road in Leesburg.
Project Type	Health & Welfare Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Ellen Grunewald, Family Services 703.771.5873 Ellen.Grunewald@loudoun.gov
DTCI Contact	Sandy Hunter, DTCI 571.258.3034 Sandy.Hunter@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$280,000
Construction	\$1,700,000
FFE	\$20,000
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$2,000,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 75%	75%
Construction Phase 0%	0%
FFE Phase 0%	0%
<b>Design Phase Completion:</b>	<b>Spring 2016</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$2,000,000
<b>Total Revenue</b>	<b>\$2,000,000</b>



**Project Status Update:**

The design consultant, Moseley Architects, provided 75% design documents to DTCI staff on September 1, 2015. In this quarter, DTCI staff met with Moseley Architects on December 2, 2015 to address deficiencies in the 75% design documents. Moseley is now correcting the deficiencies. In the next quarter, the design will proceed to 100% and an Invitation for Bid (IFB) will be prepared. DTCI anticipates the project being advertised in Spring 2016 with contract award in Summer 2016.

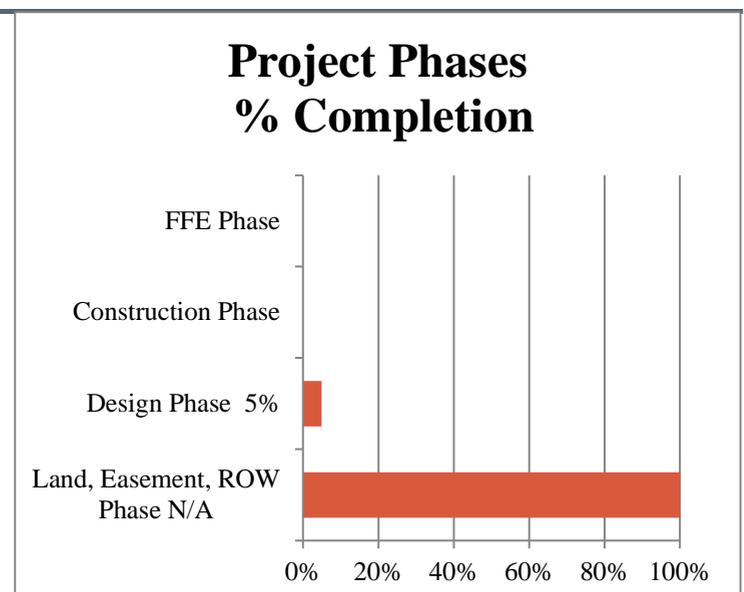


**PROJECT INFORMATION**

Project Name	<b>CONSOLIDATED SHOPS &amp; WAREHOUSE</b>
Project Description	This project acquired two-building on Miller Drive in Leesburg totaling 176,250 square feet to provide long term warehouse space and consolidated shops for the County's Department of General Services. The facility will be phased in development through FY 2020.
Project Type	General Government Facilities
Project Phase Funding	Construction
Program Department Contact	Ernest Brown, General Services 703.737.8924 Ernest.Brown@loudoun.gov
Project Contact	Randy Williford, General Services 703.737.8686 Randy.Williford@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design Phase	\$0
Construction	\$7,057,710
FFE	\$0
Land	\$24,142,290
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$31,200,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	100%
Design Phase 5%	5%
Construction Phase	0%
FFE Phase	0%
<b>Design Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$10,200,000
Lease Revenue Financing	\$21,000,000
<b>Total Revenue</b>	<b>\$31,200,000</b>



**Project Status Update:**

In this quarter, Planning and Programming began for 751 Miller Drive, Public Safety Warehouse. Construction is planned to begin in October 2016 with completion by April 2018. In this quarter and continuing into next quarter, minor changes will be made to 750 Miller Drive to better utilize small amounts of vacant space for County purposes and temporary needs. The two largest tenants will not vacate until at least 2018. Planning for major renovation should begin by the end of 2017.

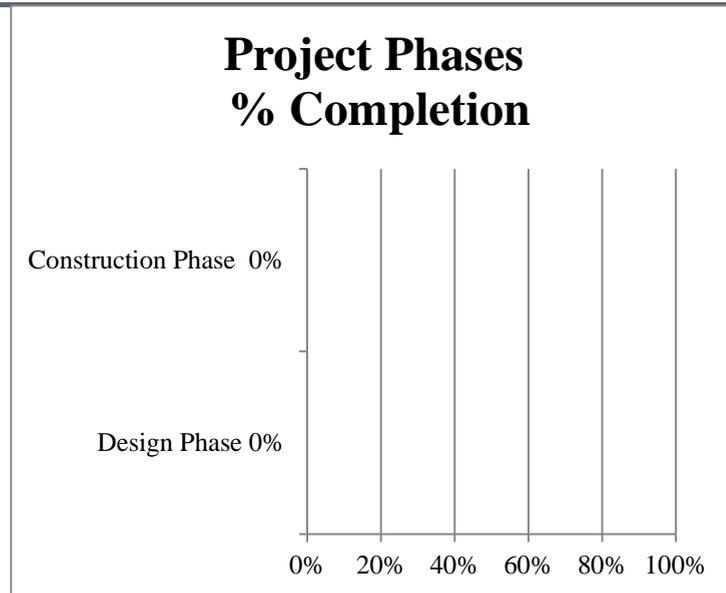


**PROJECT INFORMATION**

Project Name	<b>HOWARDSVILLE COMMUNITY WASTEWATER SYSTEM</b>
Project Description	This project funds the design and construction of a community wastewater treatment facility to serve the Howardsville community, pending action by the Board of Supervisors to establish a Howardsville Service District.
Project Type	General Government Facilities
Project Phase Funding	Design Phase
Program Department Contact	Ernest Brown, General Services 703.737.8924 Ernest.Brown@loudoun.gov
Project Contact	Alan Brewer, General Services 571.258.3444 Alan.Brewer@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$275,000
Construction	\$1,320,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$1,595,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	0%
Construction Phase	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$1,595,000
<b>Total Revenue</b>	<b>\$1,595,000</b>



**Project Status Update:**

In this quarter, the Department of General Services continued work to identify a sustainable wastewater solution for Howardsville. Staff attended a Commission Permit (CMPT) Pre-Application Conference with Planning and Zoning on November 10, 2015. Staff provided an Information Item update and requested guidance on the project from the Transportation and Land Use Committee (TLUC) on November 20, 2015. The Board approved the TLUC's and Staff's recommendations at their December 2, 2015 Business Meeting. In the next quarter, staff will continue to work toward locating a mass drainfield site. Staff will follow the Board's guidance and continue the land acquisition process to purchase property for a wastewater treatment facility, apply for a commission permit to establish a sewer service district and evaluate the potential for a pump and haul. Applying for the CMPT will be contingent on a sewage treatment and disposal facility location being identified. Staff will hold a community meeting with Howardsville residents to update them on the project's status.

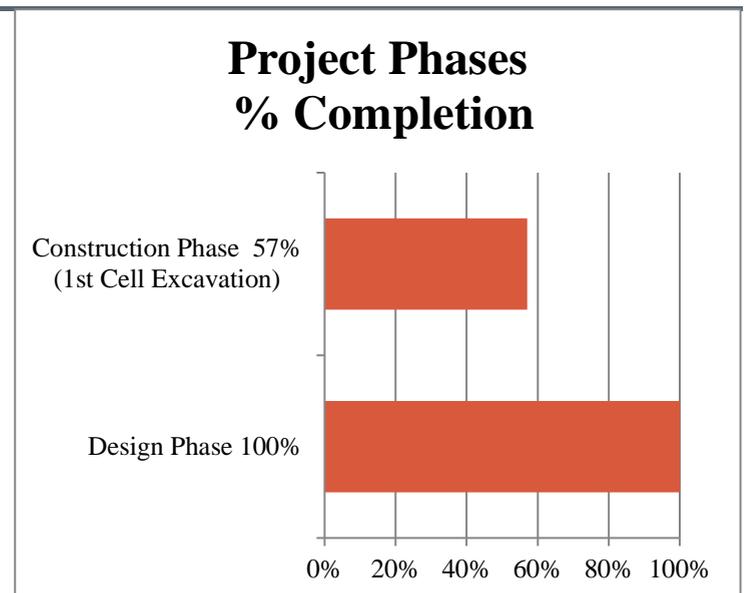


**PROJECT INFORMATION**

Project Name	<b>LANDFILL RECLAMATION PROJECT</b>
Project Description	This project is a reclamation project to remediate the oldest landfill cell which will eliminate environmental liabilities and increase capacity at the landfill.
Project Type	General Government Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Ernest Brown, General Services 703.737.8924 Ernest.Brown@loudoun.gov
Project Contact	Mike Fairbanks, General Services 703.777.0168 Mike.Fairbanks@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$785,000
Construction	\$14,715,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$15,500,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 100%	100%
Construction Phase 57% (1st Cell Excavation)	57%
FFE Phase	N/A
<b>Construction Phase Completion (1st Cell):</b>	<b>Spring 2017</b>
<b>Project Revenue(s)</b>	
Lease Revenue Financing	\$15,500,000
<b>Total Revenue</b>	<b>\$15,500,000</b>



**Project Status Update:**

The County Landfill Reclamation Project has completed the permitting and design stage. In February 2015, the contract was awarded to Atlantic Construction and Materials Co. and work is on-going. The Department of Environmental Quality issued a permit to the County for the project on March 20, 2015. Atlantic Construction and Materials Co., began reclamation activities on April 2, 2015. In this quarter the contractor has excavated approximately 234,000 cubic yards of material thru November 25, 2015, which is consistent with the target amount for the time period. While the 5-6 year excavation is approximately 18.7% complete, the first milestone is the excavation of future Cell R1, the first cell to be relined, which is approximately 57% complete and has a target completion date of early 2017.

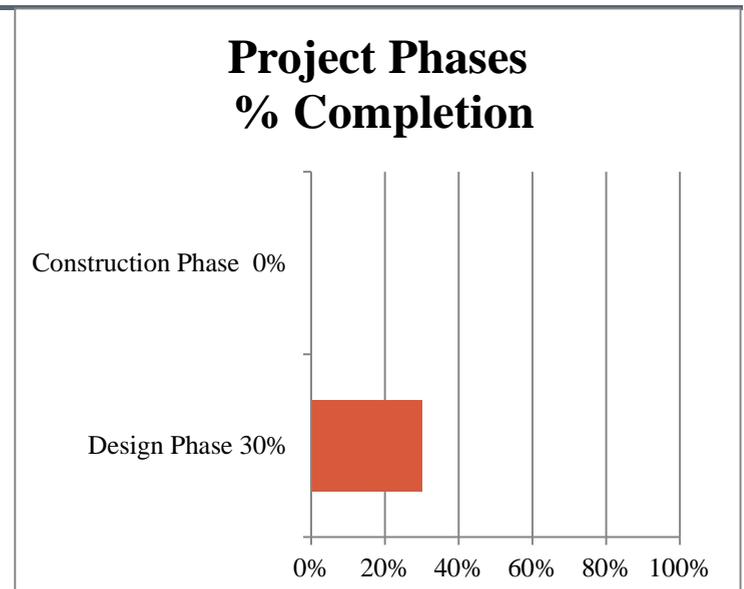


**PROJECT INFORMATION**

Project Name	<b>TOWN OF HILLSBORO WATER SYSTEM</b>
Project Description	This project provides funding and project management support to assist the Town of Hillsboro to abandon the spring source for its municipal water system and replace and rebuild its infrastructure to deliver potable water to its residents.
Project Type	General Government Facilities
Project Phase Funding	Construction Phase
Program Department Contact	Ernest Brown, General Services 703.737.8924 Ernest.Brown@loudoun.gov
DTCI Contact	Randy Williford, General Services 703.737.8686 Randy.Williford@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$32,000
Payment to the Town	\$3,313,000
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$3,345,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase	30%
Construction Phase	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
Proceeds from Sale of Land	\$1,145,000
Local Tax Funding	\$2,200,000
<b>Total Revenue</b>	<b>\$3,345,000</b>



**Project Status Update:**

The Town of Hillsboro is managing this project. In this quarter, the Town continued their work on preliminary waterline design. Town Council approved an option to keep the proposed water line in an existing right-of-way crossing and over an existing culvert, eliminating the need for a stream crossing. The Town obtained an easement for the well property, began surveying work, and continued their work on the existing well yield improvement project after receiving a grant from VDH. The Town has had several discussions with VDOT to explore the opportunity to coordinate the water and traffic calming projects. The Town also started work on their wastewater project and have approved a sole source contract with Hazen and Sawyer to assist them. In the next quarter, the Town plans to continue work in the water/wastewater design phase, bid the well yield work out and hire a contractor, and hold a Town wide meeting to discuss the project with town residents.

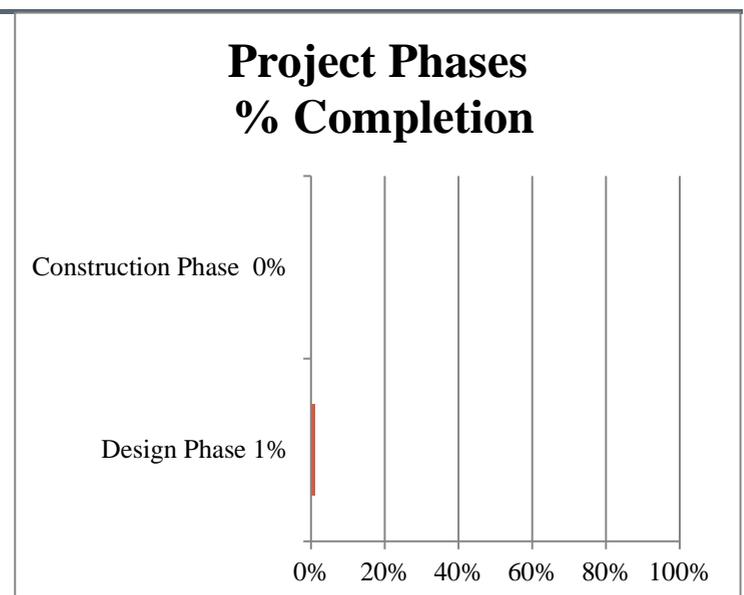


**PROJECT INFORMATION**

Project Name	<b>WATERFORD MILL</b>
Project Description	This project provides for landscaping and scenic beautification along Virginia Scenic Byways at the Waterford Old School site.
Project Type	General Government Facilities
Project Phase Funding	Design Phase, Construction Phase
Program Department Contact	Mark Hoffman, DTCI 703.771.5323 Mark.Hoffman@loudoun.gov
DTCI Contact	Kiran Parikh, DTCI 703.737.8022 Kiran.Parikh@loudoun.gov
Election District	Catoctin
Supervisor	Higgins

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$310,750
Construction	\$642,200
Utilities	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$952,950</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase N/A	N/A
Design Phase 1%	1%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Construction Phase Completion:</b>	<b>TBD</b>
<b>Project Revenue(s)</b>	
MAP-21 Funds	\$762,350
Waterford Foundation Cash Match	\$35,450
Local Tax Funding	\$11,450
2008 Assessed Value of Mill	\$143,700
<b>Total Revenue</b>	<b>\$952,950</b>



**Project Status Update:**

In the this quarter, DTCI, Building & Development (B&D), and Zoning staff met with Waterford Foundation representatives on November 24, 2015 to discuss the scope of work for the mill renovation and to determine what improvements can be performed within the requirements of the floodplain and zoning ordinances. Based on this meeting, DTCI staff is adjusting the design service Request for Proposals (RFP). In the next quarter, DTCI staff will forward the RFP to VDOT for review as required by the Transportation Alternatives program. After VDOT completes its RFP review, Procurement will advertise the project.

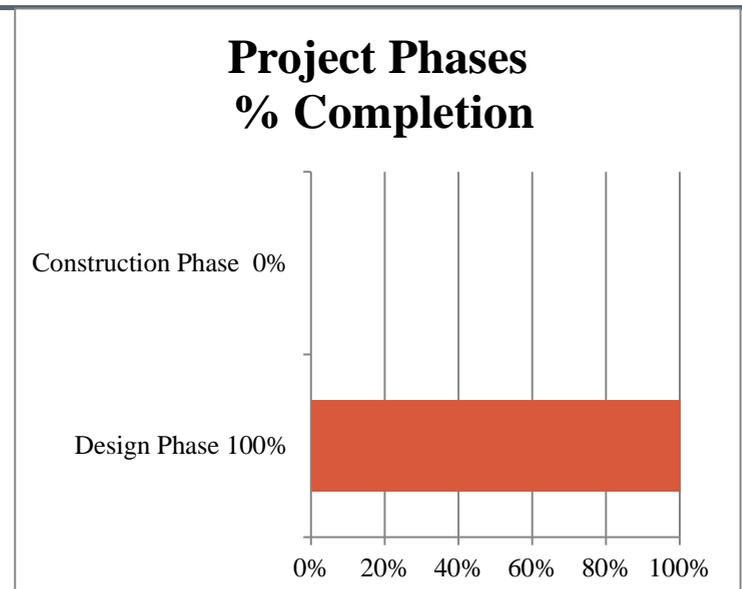


**PROJECT INFORMATION**

Project Name	<b>WILLISVILLE COMMUNITY WASTEWATER SYSTEM</b>
Project Description	This project funds the extension of wastewater treatment service to three properties in the Willisville community with failing septic systems. The three properties will be connected to the Willisville Community Wastewater Treatment Facility operated by Loudoun Water.
Project Type	General Government Facilities
Project Phase Funding	Construction Phase
Program Department Contact	Ernest Brown, General Services 703.737.8924 Ernest.Brown@loudoun.gov
Project Contact	Alan Brewer, General Services 571.258.3444 Alan.Brewer@loudoun.gov
Election District	Blue Ridge
Supervisor	Buffington

**PROJECT BUDGET & SCHEDULE**

<b>Budget</b>	
Design	\$175,000
Construction	\$0
FFE	\$0
Land	\$0
Proffered Land	\$0
<b>Total Project Cost:</b>	<b>\$175,000</b>
<b>Project Phase Progress:</b>	
Land, Easement, ROW Phase	N/A
Design Phase 100%	100%
Construction Phase 0%	0%
FFE Phase	N/A
<b>Design Phase Completion:</b>	<b>Fall 2016</b>
<b>Project Revenue(s)</b>	
Local Tax Funding	\$175,000
<b>Total Revenue</b>	<b>\$175,000</b>



**Project Status Update:**

The Department of General Services continues to coordinate with Loudoun Water (LW) to proceed with the extension of wastewater infrastructure to the three identified properties. The project is managed by LW as per Service Agreement. In this quarter, easements were obtained from the three affected owners, plans and specifications were completed, the project was advertised for bid in October, four bids were received and LW has conditionally awarded the project to a contractor. The project was submitted to the Loudoun County (LC) Health Department for construction and abandonment permits. In the next quarter, LW expects to be under agreement with the selected contractor to perform the work so Staff will work with LW to move forward with the Construction Phase. Based on bids received costs are likely to exceed the project and additional funding may be required.

## Tello, Melissa

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**From:** Kroboth, Joe  
**Sent:** Tuesday, October 06, 2015 3:00 PM  
**To:** York, Scott; Reid, Ken; Volpe, Suzanne; Higgins, Geary; Buona, Ralph; Letourneau, Matt; Clarke, Janet; Delgaudio, Eugene  
**Cc:** Hemstreet, Tim; Yudd, Charles; Tello, Melissa; Hoffman, Mark; Klassen, Dawn; Brower, William Keith; Tobia, Matthew; Williams, James; Johnson, Keith  
**Subject:** Aldie Fire-Rescue Station Site Due Diligence Completed  
**Attachments:** MEMO 100215 Memo to Dawn Klassen\_Aldie FR due diligence summary.pdf

Board Members:

Attached please find the memorandum relating to the completed due diligence period for the Thrasher land assemblage for the Aldie Fire-Rescue Station project.

Staff has concluded that no significant issues have been identified in the due diligence that would prevent the acquisition. Our staff is preparing letters for the property owners stating that we have concluded the due diligence period and will be proceeding to settlement by the end of November 2015.

If you have any questions, please do not hesitate to contact me.

Joe Kroboth, III, PE, LS, Director  
Department of Transportation & Capital Infrastructure  
Loudoun County, Virginia  
[Joe.Kroboth@Loudoun.Gov](mailto:Joe.Kroboth@Loudoun.Gov)  
Phone: 703-771-5107  
Fax: 703-737-8513



**ATTACHMENT 2**



Loudoun County, Virginia

[www.loudoun.gov](http://www.loudoun.gov)

Department of Transportation & Capital Infrastructure

801 Sycolin Road, S.E., Suite 310, MSC# 64, Leesburg, VA 20175

Main 703/777-0396 • Fax 703/777-0626

## Memorandum

**Date:** October 2, 2015

**To:** Dawn Klassen, DTCI

**From:** Kelly Griffin, DTCI

**CC:** Mark Hoffman, DTCI

**Reference:** Summary of Aldie F&R Land Acquisition Due Diligence Findings

DTCI Staff has reviewed the due diligence material for the prospective acquisition of parcels PIN# 361-45-5744 (Thrasher Property), PIN# 361-45-8246 (Satterfield Property) and PIN# 361-45-9838 (Withers Property), hereafter referred to as “the Property”, for the Aldie Fire and Rescue Station. Below is a brief summary of the issues discovered during the due diligence review. It is anticipated that the most difficult issue to overcome will be approval by the HDRC.

- Historic District/Structure (HDRC Review): The Woodbyrne Structure, located on PIN# 361-45-9838 (Withers Parcel), is located within the Aldie Historic District and requires approval by the HDRC. DTCI staff presented the site to the HDRC on 6/8/15. In general, the HDRC felt that the historic district would be best protected by relocating the F & R station east of the Village along Route 50 closer to Gilbert’s Corner. Concern was expressed regarding the F&R station blending in with the character of the Village and recommendations were made addressing these concerns. It was also recommended that the County preserve the Woodbyrne Structure. In addition, several residents voiced concerns about the F&R station. These concerns included impact to property and property value, character of Aldie and importance of preserving the Village’s rural and historical context, scale of new facility and demolition of several structures, impact of the scale of the new facility interfering with the visual interpretation of the Battle of Aldie. The residents also expressed support for a new building to allow F&R to do their jobs to the best of their ability. Even if the Woodbyrne Structure is not demolished, there will be extra costs to close the existing structure.

The HDRC does not have jurisdiction over the structures located on PIN# 361-45-5744 (Thrasher Property) or PIN# 361-45-8246 (Satterfield Property), however, because a Special Exception (SPEX) is required to construct the F & R Station in the RC district,

the HDRC will be a referral agent on the SPEX application. There is the potential that the HDRC could recommend that the structure located in PIN# 361-45-5744 (Thrasher) be required to remain. If that recommendation were to be upheld by the Planning Commission and the Board of Supervisors, that decision would need to be appealed. If the structure is required to remain, the site layout will not work for the F & R station. It is noted that the County Planned Policy does not support this type of development in the Village Conservation Overlay District.

- Floodplain and Steep Slopes: Portions of the Property are encumbered by major floodplain and moderate and steep slopes. These constraints can be addressed during the design/engineering phase of the development. However, note that with the adoption of the new Floodplain Zoning Ordinance regulations and the steep slopes, these design solutions will be associated with higher than normal costs.
- Water and Sewer Service: The site is served by multiple wells and a 4” sanitary sewer low pressure force main with grinder pumps. Potentially, higher costs may be associated with upgrading this system to allow for development of the Fire and Rescue Station.
- Existing LCSA and DVP Easements: The site development will require that these easements are relocated. This is not a concern.
- Cost to construct: Because of the site constraints, this site has the potential to be substantially more expensive than other similar County F & R Facilities. Some examples of additional costs are: large retaining walls could be required as to not encroach into the steep slopes, costs to upgrade the existing water/sewer services, demolition costs of the multiple existing structures, additional building costs to maintain the historic character of the Aldie Village and costs to close the Woodbyrne Structure if it is not demolished.

DTCI Staff defers to the Office of the County Attorney for review of all title reports and potential restrictive covenants.

If you have any questions regarding this issue, you can contact me at (703) 737-8299.

**Tello, Melissa**

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**From:** Creager, Maureen  
**Sent:** Tuesday, October 06, 2015 2:29 PM  
**To:** Hemstreet, Tim; Yudd, Charles; Young, Kenny; Erickson, Lisa; Lew, Carol; McCormick, Nancy; Geiger, Robin; james.zeller@vdot.virginia.gov; farid.bigdeli@vdot.virginia.gov; sunil.taori@vdot.virginia.gov; bud.siegel@vdot.virginia.gov; Adhikari, Anup (VDOT) (Anup.Adhikari@vdot.virginia.gov); Buona, Ralph; Clarke, Janet; Delgaudio, Eugene; Higgins, Geary; Letourneau, Matt; Reid, Ken; Volpe, Suzanne; York, Scott; Bartok, Robin; Carey, Stacy; Fabling, Megan; Filyaw, Monica; Fornwalt, Josh; Garber, Thomas; Hochstetler, Shevaun; Hutchens, Amy; O'Brien, Dorri; Parker, Tom; Patten, Joe; Svendsen, Ben; Svendsen, Chelsea; Weitz, Caleb; Ziviello, Ashley; Affinito, Sharon; Angulo, Steven; Barnes, Greg; Brown, Bob; Brown, Nicholas; Brown, Paul; Byrne, Kim; Campbell, John; Castro, Javier; Clark, Bill; Cornwell, Harvey; Creager, Maureen; Crim, Julie; Csizmar, Daniel; DeCarlo, Dale; Dixit, Shweta; Dove, Laura; Dreyfuss, Marc; Edwards, Robert; Farley, Thomas; Galen, Judy; Glass, Susan; Glassmoyer, Chris D.; Griffin, Kelly; Gross, Scott; Hargreaves, Peter; Hoffman, Mark; Hunter, Sandy; Jacobs, Joseph; Jones, McKinley; Kingery, Chris; Kirby, Wendy; Klassen, Dawn; Kroboth, Joe; Laycock, Terrie; Leidich, Kathleen; Malgieri, Peter; Mallory, Ronald; Marrs, Kent; Miller, Gene; Mosurak, Lou; Mounier, Paul; Parikh, Kiran; Pozzouli, Gary; Shaw, Wayne; Siguenza, Carolina; Tello, Melissa; Thoreson, Anna; Thornberry, Bruce; Thring, Eloisa; Toth, Rory; Winn, Alan  
**Subject:** October 2015 VDOT-County Coordination Meeting Minutes attached  
**Attachments:** VDOT Meeting Minutes\_October 2015.docx

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571.258.3836  
[maureen.creager@loudoun.gov](mailto:maureen.creager@loudoun.gov)

# COUNTY OF LOUDOUN

## DEPARTMENT OF TRANSPORTATION SERVICES AND CAPITAL INFRASTRUCTURE

### *Memorandum*

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**Date:** October 6, 2015

**To:** Board of Supervisors and Board Aides, County and VDOT Staff,  
Sheriff's Office

**From:** Terrie Laycock

**Subject:** Monthly Summary of County/VDOT Projects

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VDOT and County staff met on October 1, 2015. A summary of project updates follows. The next meeting is scheduled for November 5, 2015.

#### **PROJECT STATUS:**

**Route 7 Climbing Lane:** Construction began on June 26, 2014. There is activity between Route 9 and West Market Street – the full length of the project limits. The remaining work is on the roundabout and completing the left turn movements. Project completion is scheduled for late October, 2015. A ribbon cutting is scheduled for October 27, 2015.

**Lovettsville Bicycle Trail:** This project was issued a notice to proceed in July, 2015. Work is underway by A&M Concrete Corporation. The contractor is working on storm drainage. April, 2016 is the contractual completion date with an incentive to complete by December 2015.

**The Woods Road Realignment:** This project is now in two phases – Phase 1 is the realignment and Phase 2 is the intersection improvements from Evergreen Mills Road to The Woods Road. Phase 1 - A public hearing on the proposed VOF easement and on dedication of the replacement land was held on July 8, 2015. The Board authorized the dedication of the replacement land. There is a funding gap based on VDOT's recently updated project cost estimate. County staff has suggested an option to close the \$1.3 million gap. This option will be presented to the BOS in October, 2015. This should allow the project to go to construction advertisement in November, 2015. The Corps of

Engineers approved the construction permit. County and Virginia Outdoor Foundation staffs are working to develop a right of entry for VDOT in order for the project to be under construction in the Spring 2016 so as to avoid impacting the habitat of the Northern long-eared bat.

Phase 2 - VDOT and County staff are coordinating with the Health Department on a septic field impact problem on the Harding property. The turn lanes on Evergreen Mills Road will be pursued in 2016 subject to adequate funding. A meeting was held with Supervisor Higgins and representatives of Believer's Baptist Church on July 2<sup>nd</sup> to explain the situation. County staff is waiting to receive a cost estimate for this project phase from VDOT.

**Route 50 Widening from Poland Road to Lee Road in Fairfax County:** Construction continues mainly between Route 28 and Route 50 at Lee Road in Fairfax County. In July, 2015 westbound traffic was shifted to permanent lanes between Lee Road and Pleasant Valley Road. The spur ramp from Route 28 to Lee Road opened in late September. The restriping on Route 28 merge from Route 50, requested by Supervisor Letourneau, has been completed. The surface treatment on Route 50 between Route 28 and Cub Run bridge is scheduled for September 28 to October 23. The balance of the work will be completed by November, 2015. The project is proceeding on schedule.

**Bi-County Parkway:** VDOT has its further analysis on hold pending the analysis of this road against the HB 2 criteria which should be completed in 2015. No further update.

**Evergreen Mill Road/Ryan Road Intersection Improvements:** Notice to proceed was issued on September 22, 2014. Construction is well underway. Approximately 500 feet from Evergreen Mills Road down Red Hill Road will be paved as a part of this project. Signal installation will be complete by the end of October, 2015. The project completion date is November 2015.

**Gum Spring Road Highway Safety Improvement Program (HSIP) project:** VDOT reduced the scope of the project due to a \$350,000 funding shortfall. VDOT identified the funds. The project will be advertised in September, 2015. The bid opening date is October 28, 2015. If the bids come in within budget, construction will begin in early 2016 and be completed by November 2016.

**Ryan Road Shared Use Path:** This project was advertised in April, 2015. Bids were opened on May 20, 2015 and the project is proceeding to contract award. The contractor will be Arthur Construction. The project is under construction. The project completion date is end of 2015.

**Route 606 Widening:** The design-build contract was awarded to Dewberry-Shirley. Notice to proceed was issued for June 19, 2014. Construction was scheduled to begin in May 2015, however, it is being held up due to delays in obtaining a DEQ permit and right of way acquisition issues. Staff continues to work through permitting and right of way issues as well as working with residents at Loudoun Valley Estates III. A VDOT "Pardon Our Dust" meeting was held on June 4, 2015 at Freedom High School. A

groundbreaking was held on July 16, 2015. The VMRC approval was obtained. Clearing and grubbing started in mid-September 2015. Contractual completion is late 2017, however, due to right of way acquisition issues and permitting issues, the contractor will likely request an extension due to delays.

**Village of Lucketts Safety Project:** The NEPA document is complete. VDOT has obtained estimates for certain elements of the project. A determination on what can be done with the remaining funding will be discussed. County staff requested that no decisions be made until the Route 15 Congestion Relief study is completed. VDOT reported that the federal government is looking to determine if there are adequate funds to get the project to the next phase or there could be ramifications to the State on use of the funds. More information to follow.

**Route 50/Middleburg Traffic Calming:** With the Board's adoption of the FY 2016 CIP, the project is fully funded. The project advertisement was delayed to July 22nd. The bids came in \$656,000 higher than the engineer's estimate. VDOT staff has closed the funding gap. Construction will start in early October, 2015 following the October 7, 2015 VDOT "Pardon Our Dust" meeting. The anticipated completion date is December 2016.

**Braddock Road and Pleasant Valley Drive:** The design build contractor received Notice to Proceed on July 25, 2014. A community Pardon Our Dust meeting was held in Loudoun County on April 28<sup>th</sup> at Lunsford Middle School. Construction began in mid-May, 2015 and is proceeding. Utility relocation by Fiberlight and Quest are completed. NOVEC has not started relocation, however, the latest update is there is now a path forward. The project completion date in the contract is May, 2016. The contractor has not requested an extension to date based on delays.

**Bullrun Postoffice Road Paving (Construction 2015):** Construction started on September 21, 2015. Road closure and detour plans begin on September 28, 2015. Project completion is expected by December, 2015.

**Waxpool Road Paving (Construction 2015):** This project should be under construction soon and is expected to be completed by the end of 2015.

**Fleetwood Road Paving (Construction 2016):** This road is on the VDOT rural rustic road paving on-call contract. The project is scheduled to be construction in the Spring, 2016.

**Shreve Mill Road Paving:** This road no longer qualifies to be paved to a rural rustic road standard. A motion to rescind the rural rustic road designation will be presented to the Board at its October 21, 2015 meeting. Sufficient funds do not exist to move this project forward.

**Belmont Ridge Road Widening (Gloucester Parkway to Hay Road):** The RFP was issued on February 20, 2015 with a contract award issued by VDOT on September 16, 2015 meetings. The contract was awarded to Shirley/Dewberry. A Notice to Proceed

should be issued by mid-October, 2015. Construction activities should begin in Summer 2016. The project is scheduled to be completed in December, 2018.

**Route 28 Hot Spot Improvements:** Construction on the expansion of the Northbound and Southbound bridge deck over the Dulles Toll Road is underway. Construction on the southbound widening to eight lanes from Sterling Boulevard to the Dulles Greenway began in September, 2016.

**Pacific Boulevard (Extension to Russell Branch Parkway):** Phases 1 and 2 of the project are under construction by the Route 28 PPTA team. Phase 3 is in re-design and that segment was scheduled to be under construction in the Summer, 2015. However, when Dewberry applied for the environmental permit an impacted property owner filed a protest with the VMRC, the State agency who issues the permit. A public hearing may be held October 27 by the VMRC in Norfolk. VMRC staff feels a resolution can be reached with the property owner prior to that date.

**Gloucester Parkway Extension (Loudoun County Parkway to Pacific Boulevard):** The groundbreaking was held on September 30, 2014. Right of way acquisition is complete. Bridge construction is underway. Project completion is August, 2016.

County staff and VDOT are coordinating the Loudoun County Parkway and Gloucester Parkway intersection construction with the work that Lerner is doing to widen Loudoun County Parkway in the vicinity of Redskin Park. Construction west of Route 28 is underway. Drilling for caissons is underway. When the four lanes on Loudoun County Parkway are completed and have been accepted by VDOT into their system, all four lanes will be open to traffic. County staff is working with the developer and VDOT to expedite the street acceptance process.

**Cochran Mill Road Bridge Over Tuscarora Creek:** The Board of Supervisors approved a rezoning at its May 20, 2015 business meeting. The developer proffered to construct a two lane bridge. VDOT staff is coordinating with the developer. There has been continued deterioration of the bridge which has necessitated additional emergency repairs. The developer is in the process of designing the bridge.

**George Washington Overpass:** VDOT staff has been requested by the County to scope this project at the location of Route 7 and George Washington Boulevard/Richfield Way. A project kickoff meeting was held on January 30, 2015. A scoping meeting was held on March 11, 2015. Location survey work is complete and design is underway. The next milestone for the project is the Preliminary Field Inspection (PFI) scheduled for December, 2015. The estimated construction advertisement date for the project is April 2019. The Environmental Assessment document is underway.

**Belmont Ridge Road Bridge Over the Greenway:** VDOT staff provided an analysis of what would be involved in restriping the bridge to accommodate four lanes versus what would be involved in constructing the bridge per the CTP with pedestrian accommodations and a sound wall. The initial estimates are \$5.5 million versus \$37.5

million. More discussion to occur between County and VDOT staffs. The project is a possible candidate for HB-2 scoring and funding.

**Route 9/Route 287 Roundabout:** The preliminary project design is funded using VDOT pre-scoping funds. Survey work is completed. A VDOT scoping meeting was held on 10/8/14. The geometrics of the area are requiring further analysis of the roundabout option. The build alternatives are being re-examined and value engineered in search of cost savings. The final traffic report comparing the performance of a roundabout to an expanded signalized intersection has been provided to the County for review.

**Route 15 Interchange at Edwards Ferry/Fort Evans Road:** VDOT has initiated a project administration agreement with the Town of Leesburg. The design contract was issued to HTNB. A scoping meeting was held on May 1, 2015. Traffic data collection is complete. The Town of Leesburg submitted the executed SPAA to VDOT on August 3, 2015. Authorization for preliminary engineering will be sought after the agreement is fully executed.

**Route 7/Battlefield Parkway Interchange:** The Town of Leesburg has allocated \$1 million in FY 2014, \$1 million in FY 2015 and \$11 million in FY 2016 NVTA funding toward preliminary engineering and construction. VDOT has been requested to administer the project. Project scoping was held on March 11, 2015. VDOT selected Whitman Requardt & Associates as the design consultant. The contract with the consultant should be signed by mid-October, 2015. A scoping meeting was held with Town and County staff's on September 3, 2015.

**Route 7/Williams Gap Road Turnlane:** Preliminary engineering was authorized on January 9, 2015. The project scoping meeting was held on February 12, 2015. Survey work and geotech investigations complete. The design will be done by VDOT in-house design team and is underway. The next project milestone is Preliminary Field Inspection (PFI) which is scheduled for December, 2015. The project is scheduled for construction advertisement in September 2017.

**John G. Lewis Memorial (Featherbed Lane) Bridge over Catocin Creek:** A community meeting was held on March 26, 2015 at the Waterford Community Center to discuss the project. A number of interested residents attended to review the options presented. A follow-up stakeholders meeting was held on July 23, 2015 at the Waterford Community Center. A bridge naming ceremony was held on July 28<sup>th</sup>. The next third stakeholders' meeting was held on September 16 from 11 a.m. to 1 p.m. in the Old Waterford School. The next step is for VDOT to present three alternatives to the State Department of Historic Resources for review.

**Forest Mills Road Bridge over Crooked Run:** A meeting to discuss the bridge replacement design will be held on February 17. VDOT held the Design public hearing on the project on March 26, 2015 from 6-8 pm at Lincoln Elementary School. Fifteen residents attended. The Board approved endorsement of the project's design at the June 3, 2015 business meeting. VDOT staff is preparing plans for right of way acquisition.

Right of Way acquisition should be authorized soon and be underway. The Construction Advertisement date for the project is September, 2016.

**Route 15 Congestion Mitigation Improvements (Town/County/VDOT):** VDOT has identified pre-scoping funds to perform a more rigorous traffic study using the Town study from Wells and Associates as a base. VDOT staff issued a notice to proceed to VHB on May 26, 2015. The study is underway by VHB. The next staff meeting to review the preliminary report will be held in November 2015 timeframe. VDOT will have the consultants evaluate the turn restrictions recently instituted by the Town of Leesburg.

**Poland Road Roundabout:** VDOT has allocated \$600,000 for this project and the Board allocated \$950,000 for the project. Funds are available July 1, 2015. The survey is complete. There are several requests relating to this project from the South Riding Proprietary that are to be coordinated with VDOT and the Proprietary. The project scoping meeting was held on September 9, 2015. Design is underway by a Central Office in-house design team.

**Russell Branch Parkway (Ashburn Road to Ashburn Village Boulevard):** A notice to proceed was issued to Hazel on 4/3/15. Construction activities are underway. The contractor was granted an extension due to the need for a box culvert redesign and inclement weather. Contractual completion is Summer 2016.

**Route 7/Route 659 Interchange:** The Board awarded the construction contract to Shirley Contracting at its May 20, 2015 business meeting. Utility work continues. A notice to proceed was issued to Shirley in September 2015 and construction is underway. A ground breaking is scheduled for October 13, 2015.

**Waxpool Road Expansion (Faulkner Parkway to Unbridled Way):** Construction continues. The portion west of Ashburn Village Boulevard and the traffic signal were open to traffic and functioning on September 30, 2014. The section east of Ashburn Village Boulevard is tentatively scheduled for completion in the Spring, 2016 due to recently discovered utility conflicts. The project is suffering from fits and starts due to the need to obtain easements from impacted property owners.

**Crosstrail Boulevard Segment A-2:** A kickoff meeting was held on 3/24/2015. Fort Myer is the contractor. The Notice to Proceed was issued June 9, 2015. A groundbreaking ceremony was held on June 30<sup>th</sup> and construction is underway. The contractual completion is spring, 2018.

**Crosstrail Boulevard Segment B:** Roadway plans to be submitted to VDOT. Appraisals for offsite property acquisition are underway. Tuscarora Crossing proffered to obtain right of way over the next six months. County and developer staffs are coordinating.

**Alder School Road Paving (Woodgrove Road to Hillsboro Road):** This project involves right of way acquisition from numerous property owners. Appraisals and offers

went out to property owners in March, 2014. Staff continues to work with area residents whose properties are impacted. The goal is to bid for construction contract in Spring 2016 with construction starting in the summer of 2016.

**Claiborne Parkway Extension (Croson Lane and Ryan Road):** Plats and deeds were delivered to the HOAs involved. Construction advertisement is subject to right of way being cleared. Offers were made to the Windermere, Forest Manor and Belle Terra HOAs. When right of way is acquired, the project will be bid for construction. The IFB is ready for Procurement review when land acquisition is completed. The goal is to bid for construction in December 2015.

**Tall Cedars Parkway Extension (Gum Spring Road to Pinebrook Road and Pinebrook Road to Riding Center Place – half section):** The Avonlea Plaza project was approved for rezoning. The developer (Peterson Companies) has proffered to construct the half-section. The full section is still in the land acquisition process and is now scheduled for a December 2015 bid.

**Route 7/Route 690 Interchange (Preparation of IJR and preliminary design plans):** Resubmittal of IJR went to VDOT and comments were received. The IJR was submitted to VDOT Central Office for review and comment on 4/15/2015. Notice was received by VDOT in early June that the IJR was approved by Central Office. It now has to go to the CTB for approval. The consultant submitted of 30% design plans in mid-September to VDOT.

**Intersection of Waxpool Road and Pacific Boulevard and Waxpool Road and Broderick:** Plats are being prepared from the design plans to discuss with impacted property owners in the area (commercial). 100% design plans were submitted to VDOT and B&D on 3/31/2015. Staff is working through pedestrian crossing issues in the vicinity of Waxpool and Pacific with VDOT staff. Plats have been submitted to Building and Development for review on May 13, 2015. County staff has initiated discussions with the property manager of Wegmans regarding the proposed trail that leads to their parking lot. Staff has added a sidewalk on the Wegmans' parcel into the plan set. The goal is to get this project bid for construction in summer, 2016.

**Belmont Ridge Road Widening (Truro Parish to Northstar):** A meeting was held with VDOT staff on 3/30/2015, with B&D on 3/31/2015 and with Loudoun Water on 4/6/2015 to discuss design details. The 30% plans were received for review from the design consultant. A location and design public hearing on the 30% design plans was held on June 23, 2015 at Mill Run Elementary School.. The Belmont Ridge Road and Croson signal plans were submitted to VDOT on April 27, 2015. Sixty percent design plans were submitted to VDOT on 6/29/2015. The Board approved the design concept on September 16, 2015. The signal at Croson Lane and Belmont Ridge Road will be advertised for construction in early November 2015.

**Mooreview Parkway Extension:** Several sets of privately prepared plans needed to be consolidated and updated. County staff has sent plats and deeds to impacted property owners to sign. When right of way is cleared the project will be bid for construction.

There are issues with a conflict with Columbia Gas that staff is working on resolving. Staff is working with Columbia Gas to try and resolve the conflicts. Comments have been received on the agreement from Columbia Gas and incorporated into the document. The agreement has been signed by the County and sent to Columbia Gas for execution. Staff is still waiting to hear from Columbia Gas. The project is being delayed by them. Bids were opened on July 9, 2015 and came in over budget. The bid will be rejected and the project rebid when the Columbia Gas issues are resolved.

**East Holly Avenue Sidewalk:** The Board of Supervisors approved an additional \$133,000 to close the funding gap. VDOT is coordinating a SPAA amendment and once executed the work can be scheduled to be completed. VDOT estimates this is approximately 1,100 foot sidewalk with 12 driveway aprons. It should be about a 45 day project after construction begins, pending weather issues. All right of entry letters have been secured. Construction is anticipated in the Spring, 2016 which is the earliest that the VDOT on-call contractor can get to the project. The contractor is currently completing a very large district-wide ADA ramp contract.

**Riverside Parkway Extension (Loudoun County Parkway to Lexington Drive):** A second public information meeting was held on October 21st. Staff presented the Board with an alignment recommendation at the December 3, 2014 business meeting. The Board approved the staff recommendation to move forward with Alternative 1 alignment. Thirty percent design plans were submitted to VDOT. A public hearing was held on April 16<sup>th</sup> at G.W. University. Sixty percent plans were submitted to VDOT in mid-September, 2015 for the road project. A temporary connection for Loudoun Waters' existing waterline is being provided to allow the well to be taken off-line. Loudoun Water plans to complete this by September, 2015. Plans will then follow and 60% water main construction plans were submitted to Loudoun Water and VDOT in September, 2015.

**Riverside Parkway Extension (Ashburn Village Boulevard to Lexington Drive):** The Board approved an agreement with the Meladon Park representatives to acquire the approved design plans. County staff has contracted for a signal warrant analysis and design of a signal. Signal plans were submitted for final approval on September 25<sup>th</sup> to VDOT. A purchase order has been issued to Christopher Consultants for design of the trail and preparation of right of way plats. Final plans with the trail went to VDOT on August 26, 2015. A wetlands permit (JPA) was submitted on August 31<sup>st</sup>. Approval should be granted by year's end. Staff is working with One Loudoun to determine whether there is interest in having this project constructed by Shirley Contracting under the "in furtherance of a proffer" option. If this arrangement can be worked out, it will require Board of Supervisors approval.

**Sterling Boulevard Extended:** Underground utility field designations were completed in early September, 2015. Field survey is complete. Traffic County on Sterling Boulevard are complete. ATCS, the design contractor, has been requested to do a roundabout feasibility study at Sterling Blvd./Moran Road. A follow-up meeting on that issue is scheduled for October 2<sup>nd</sup>.

**Northstar Boulevard (Route 50 to Shreveport):** The preliminary scope of work is complete. Discussions are underway with Board members, County staff and the developer of Brambleton regarding alignment. No update since last meeting.

**Route 7/Ashburn Village Boulevard:** VDOT approved the design plans on October 5, 2015. The County approved the Construction Plans and Profiles (CPAP). Discussions on the bond amount are underway between the County, VDOT and the developer. One Loudoun has contracted with Shirley Contracting to construct the interchange. Shirley Contracting has the final utility easement plan. County staff has sent out all ROW requests. When ROW is cleared, construction can get underway by the developer of One Loudoun. A groundbreaking is scheduled for October 22, 2015 at 11 a.m.

**Route 659 Widening (Broadlands Boulevard to Truro Parish Drive):** The construction is underway by Brookfield Homes under an agreement with the County. The project schedule has been updated by Brookfield Homes. Due to a lengthy process in obtaining right of way needed from impacted Homeowners Associations and a delay in getting the utility relocation completed, the project will be completed in mid-2016.

**Farmwell Road Widening:** A scope of services for design was sent to Wallace Montgomery on June 21<sup>st</sup>. Fee schedules are due back on July 17. Staff is in negotiations with Wallace Montgomery due to preliminary costs being high. Staff has pulled the survey and geotech work from the master contract and request a revised fee schedule. The work pulled can be accomplished by on-call contractors. Staff is in the process of issuing a purchase order for the on-call work.

**Northstar Boulevard (Route 50 to Tall Cedars Parkway):** A kick-off meeting was held on September 10, 2015. The consultant, J2 Engineering, is currently collecting survey and traffic data. The project schedule calls for 30% design plants to be submitted in late November, 2015.

**Sycolin Road and Loudoun Center Place Traffic Signal:** Work is underway. Substantial completion is scheduled for November 15, 2015.

**Loudoun County Parkway/Waxpool Road Intersection Improvements (Design only):** Staff is coordinating with Dewberry and VDOT to discuss scope of the project. A proposal was received from Dewberry on August 28, 2015 and is under review by staff. A purchase order is being processed and should be issued by mid-October, 2015.

**Tello, Melissa**

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**From:** Creager, Maureen  
**Sent:** Tuesday, November 24, 2015 2:57 PM  
**To:** Hemstreet, Tim; Yudd, Charles; Young, Kenny; Weitz, Caleb; Erickson, Lisa; Lew, Carol; McCormick, Nancy; Geiger, Robin; james.zeller@vdot.virginia.gov; farid.bigdeli@vdot.virginia.gov; sunil.taori@vdot.virginia.gov; bud.siegel@vdot.virginia.gov; Adhikari, Anup (VDOT) (Anup.Adhikari@vdot.virginia.gov); Buona, Ralph; Clarke, Janet; Delgaudio, Eugene; Higgins, Geary; Letourneau, Matt; Reid, Ken; Volpe, Suzanne; York, Scott; Bartok, Robin; Carey, Stacy; Fabling, Megan; Filyaw, Monica; Fornwalt, Josh; Garber, Thomas; Hochstetler, Shevaun; Hutchens, Amy; O'Brien, Dorri; Parker, Tom; Patten, Joe; Svendsen, Ben; Svendsen, Chelsea; Ziviello, Ashley; Affinito, Sharon; Angulo, Steven; Barnes, Greg; Brown, Bob; Brown, Nicholas; Byrne, Kim; Campbell, John; Castro, Javier; Clark, Bill; Cornwell, Harvey; Creager, Maureen; Crim, Julie; Csizmar, Daniel; Culpepper, Horace; DeCarlo, Dale; Dixit, Shweta; Dove, Laura; Dreyfuss, Marc; Edwards, Robert; Farley, Thomas; Galen, Judy; Glass, Susan; Griffin, Kelly; Gross, Scott; Hargreaves, Peter; Hoffman, Mark; Hunter, Sandy; Jacobs, Joseph; Jones, McKinley; Kingery, Chris; Kirby, Wendy; Klassen, Dawn; Kroboth, Joe; Laycock, Terrie; Leidich, Kathleen; Malgieri, Peter; Mallory, Ronald; Marrs, Kent; Miller, Gene; Mosurak, Lou; Mounier, Paul; Parikh, Kiran; Pozzouli, Gary; Shaw, Wayne; Siguenza, Carolina; Tello, Melissa; Thoreson, Anna; Thornberry, Bruce; Thring, Eloisa; Toth, Rory; Winn, Alan  
**Subject:** November 2015 VDOT/Loudoun County Coordination Meeting Minutes attached  
**Attachments:** VDOT Meeting Minutes\_November 2015.docx

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# COUNTY OF LOUDOUN

## DEPARTMENT OF TRANSPORTATION SERVICES AND CAPITAL INFRASTRUCTURE

### *Memorandum*

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**Date:** November 24, 2015

**To:** Board of Supervisors and Board Aides, County and VDOT Staff,  
Sheriff's Office

**From:** Terrie Laycock

**Subject:** Monthly Summary of County/VDOT Projects

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VDOT and County staff met on November 19, 2015. A summary of project updates follows. The next meeting is scheduled for January 7, 2016.

#### **PROJECT STATUS:**

**Route 7 Climbing Lane:** Construction began on June 26, 2014. There is activity between Route 9 and West Market Street – the full length of the project limits. The remaining work is on the roundabout and completing the left turn movements. County staff discussed with VDOT the back-ups that are occurring on the approach to the roundabout from Business Route 7 and Dry Mill Road. VDOT assures that this will clear as soon as the roundabout is functioning as a two-lane roundabout. Project completion is scheduled for December, 2015.

**Lovettsville Bicycle Trail:** This project was issued a notice to proceed in July, 2015. Work is underway by A&M Concrete Corporation. The contractor is working on storm drainage. April, 2016 is the contractual completion date with an incentive to complete by December 2015. VDOT indicated the project is scheduled for completion prior to December 1, 2015.

**The Woods Road Realignment:** This project is now in two phases – Phase 1 is the realignment and Phase 2 is the intersection improvements from Evergreen Mills Road to The Woods Road. Phase 1 - A public hearing on the proposed VOF easement and on dedication of the replacement land was held on July 8, 2015. The Board authorized the dedication of the replacement land. There is a funding gap based on VDOT's recently

updated project cost estimate. The funding gap has been closed. County and Virginia Outdoor Foundation provided VDOT with a right of entry for VDOT in order for the project to be under construction in the Spring 2016 so as to avoid impacting the habitat of the Northern long-eared bat.

Phase 2 - VDOT and County staff are coordinating with the Health Department on a septic field impact problem on the Harding property. The turn lanes on Evergreen Mills Road will be pursued when adequate funding has been identified. A meeting was held with Supervisor Higgins and representatives of Believer's Baptist Church on July 2, 2015 to explain the situation. County staff received an estimated cost for this work from VDOT. The cost estimate is \$2,701,596. Funding has not been identified.

**Route 50 Widening from Poland Road to Lee Road in Fairfax County:** Construction continues mainly between Route 28 and Route 50 at Lee Road in Fairfax County. In July, 2015 westbound traffic was shifted to permanent lanes between Lee Road and Pleasant Valley Road. The spur ramp from Route 28 to Lee Road opened in late September. The restriping on Route 28 merge from Route 50, requested by Supervisor Letourneau, has been completed. The project was scheduled for completion prior to December, 2015.

**Evergreen Mill Road/Ryan Road Intersection Improvements:** Notice to proceed was issued on September 22, 2014. Construction is well underway. Approximately 500 feet from Evergreen Mills Road down Red Hill Road will be paved as a part of this project. Signal installation will be complete by the end of October, 2015. The project completion date is November 2015.

**Gum Spring Road Highway Safety Improvement Program (HSIP) project:** VDOT reduced the scope of the project due to a \$350,000 funding shortfall. VDOT identified the funds. The project will be advertised in September, 2015. The bids came in \$375,000 over budget. VDOT staff identified additional funds from a completed HSIP project. A contract award should be issued in December, 2015.

**Ryan Road Shared Use Path:** This project was advertised in April, 2015. Bids were opened on May 20, 2015 and the project is proceeding to contract award. The contractor will be Arthur Construction. The project is under construction. The project completion date is end of November, 2015.

**Route 606 Widening:** The design-build contract was awarded to Dewberry-Shirley. Notice to proceed was issued for June 19, 2014. Clearing and grubbing started in mid-September 2015. Contractual completion is late 2017, however, due to right of way acquisition issues and permitting issues, the contractor will likely request an extension due to delays. VDOT reports the speed limit on Route 606 in the construction area has been reduced to 45 mph to accommodate the work zone.

**Village of Lucketts Safety Project:** The NEPA document is complete. VDOT has obtained estimates for certain elements of the project. A determination on what can be done with the remaining funding will be discussed. County staff requested that no

decisions be made until the Route 15 Congestion Relief study is completed. VDOT reported that the federal government is looking to determine if there are adequate funds to get the project to the next phase or there could be ramifications to the State on use of the funds. More information will follow.

**Route 50/Middleburg Traffic Calming:** With the Board's adoption of the FY 2016 CIP, the project is fully funded. The project advertisement was delayed to July 22nd. The bids came in \$656,000 higher than the engineer's estimate. VDOT staff has closed the funding gap. Construction will start in early October, 2015 following the October 7, 2015 VDOT "Pardon Our Dust" meeting. The anticipated completion date is December 2016. Construction is underway.

**Braddock Road and Pleasant Valley Drive:** The design build contractor received Notice to Proceed on July 25, 2014. A community Pardon Our Dust meeting was held in Loudoun County on April 28<sup>th</sup> at Lunsford Middle School. Construction began in mid-May, 2015 and is proceeding. There have been reported delays due to paving. VDOT staff has acknowledged the issue and will monitor the situation to avoid a recurrence of significant delays. The project completion date in the contract is May, 2016. The contractor has not requested an extension to date based on delays.

**Bullrun Postoffice Road Paving (Construction 2015):** Construction started on September 21, 2015. Road closure and detour plans begin on September 28, 2015. Project completion is expected by December, 2015.

**Waxpool Road Paving (Construction 2015):** This project is under construction soon and is expected to be completed by November 25, 2015.

**Fleetwood Road Paving (Construction 2016):** This road is on the VDOT rural rustic road paving on-call contract. The project is scheduled to be construction in the Spring, 2016.

**Shreve Mill Road Paving:** VDOT determined it is able to pave the road under the Rural Rustic Road Standard. Work will begin in the Spring, 2016.

**Belmont Ridge Road Widening (Gloucester Parkway to Hay Road):** The RFP was issued on February 20, 2015 with a contract award issued by VDOT on September 16, 2015 meetings. The contract was awarded to Shirley/Dewberry. A Notice to Proceed was issued on October 16, 2015. A kick-off meeting was held on October 19, 2015. First submission right of way plans are expected to be submitted in December, 2015. Construction activities should begin in Summer 2016. The project is scheduled to be completed in December, 2018.

**Route 28 Hot Spot Improvements:** Construction on the expansion of the Northbound and Southbound bridge deck over the Dulles Toll Road is underway. Construction on the southbound widening to eight lanes from Sterling Boulevard to the Dulles Greenway began in September, 2016. Traffic barriers and maintenance of traffic signs have been

installed. Shirley is working on temporary lane delineation. Clearing and grubbing will start soon.

**Pacific Boulevard (Extension to Russell Branch Parkway):** Phases 1 and 2 of the project are under construction by the Route 28 PPTA team. Phase 3 is which was tied up with permitting issues with the Virginia Marine Resources Commission was cleared on October 27<sup>th</sup>. The contractor has started clearing and grubbing.

**Gloucester Parkway Extension (Loudoun County Parkway to Pacific Boulevard):** The groundbreaking was held on September 30, 2014. Right of way acquisition is complete. Bridge construction is underway. Project completion is August, 2016.

The four-lane section of Loudoun County Parkway constructed by Lerner was open to traffic on November 25, 2015. County and VDOT staff will work with Lerner to expedite the street acceptance process.

**Cochran Mill Road Bridge Over Tuscarora Creek:** The Board of Supervisors approved a rezoning at its May 20, 2015 business meeting. The developer proffered to construct a two lane bridge. VDOT staff is coordinating with the developer. There has been continued deterioration of the bridge which has necessitated additional emergency repairs. The developer is in the process of designing the bridge and is coordinating plan submittals with the Town of Leesburg.

**George Washington Overpass:** VDOT staff has been requested by the County to scope this project at the location of Route 7 and George Washington Boulevard/Richfield Way. A project kickoff meeting was held on January 30, 2015. A scoping meeting was held on March 11, 2015. Location survey work is complete and design is underway. The next milestone for the project is the Preliminary Field Inspection (PFI) scheduled for the first quarter of 2016. The estimated construction advertisement date for the project is April 2019. The Environmental Assessment document is underway.

**Belmont Ridge Road Bridge Over the Greenway:** VDOT staff provided an analysis of what would be involved in restriping the bridge to accommodate four lanes versus what would be involved in constructing the bridge per the CTP with pedestrian accommodations and a sound wall. The initial estimates are \$5.5 million versus \$37.5 million. More discussion to occur between County and VDOT staffs. The project is a possible candidate for HB-2 scoring and funding.

**Route 9/Route 287 Roundabout:** The preliminary project design is funded using VDOT pre-scoping funds. Survey work is completed. A VDOT scoping meeting was held on 10/8/14. The geometrics of the area are requiring further analysis of the roundabout option. The build alternatives are being re-examined and value engineered in search of cost savings. The final traffic report comparing the performance of a roundabout to an expanded signalized intersection has been provided to the County for review. County staff is in discussion on the alternatives with VDOT. An item on a preferred alternative will be presented to the Board of Supervisors in the February/March, 2016 timeframe.

**Route 15 Interchange at Edwards Ferry/Fort Evans Road:** VDOT has initiated a project administration agreement with the Town of Leesburg. The design contract was issued to HTNB. A scoping meeting was held on May 1, 2015. Traffic data collection is complete. The Town of Leesburg submitted the executed SPAA to VDOT on August 3, 2015. Preliminary engineering was authorized on November 2, 2015. Notice to proceed was issued to the consultant on November 10, 2015. This project is a candidate for HB-2 funding.

**Route 7/Battlefield Parkway Interchange:** The Town of Leesburg has allocated \$1 million in FY 2014, \$1 million in FY 2015 and \$11 million in FY 2016 NVTA funding toward preliminary engineering and construction. VDOT has been requested to administer the project. Project scoping was held on March 11, 2015. VDOT selected Whitman Requardt & Associates as the design consultant. A scoping meeting was held with Town and County staff's on September 3, 2015. A draft SPAA was sent to the Town of Leesburg to execute on November 13, 2015.

**Route 7/Williams Gap Road Turnlane:** Preliminary engineering was authorized on January 9, 2015. The project scoping meeting was held on February 12, 2015. Survey work and geotech investigations complete. The design will be done by VDOT in-house design team and is underway. The next project milestone is Preliminary Field Inspection (PFI) which is scheduled for December 9, 2015. The project is scheduled for construction advertisement in September 2017.

**John G. Lewis Memorial (Featherbed Lane) Bridge over Catoclin Creek:** A community meeting was held on March 26, 2015 at the Waterford Community Center to discuss the project. A number of interested residents attended to review the options presented. A follow-up stakeholders meeting was held on July 23, 2015 at the Waterford Community Center. A bridge naming ceremony was held on July 28<sup>th</sup>. The next third stakeholders' meeting was held on September 16 from 11 a.m. to 1 p.m. in the Old Waterford School. VDOT presented three alternatives to the State Department of Historic Resources for review. DHR chose option 2A which is building a new structure from the deck down. The trusses remain but become ornamental. VDOT will proceed with this option.

**Forest Mills Road Bridge over Crooked Run:** A meeting to discuss the bridge replacement design will be held on February 17. VDOT held the Design public hearing on the project on March 26, 2015 from 6-8 pm at Lincoln Elementary School. Fifteen residents attended. The Board approved endorsement of the project's design at the June 3, 2015 business meeting. VDOT staff is preparing plans for right of way acquisition. Right of Way acquisition was authorized on November, 13, 2015. The Construction Advertisement date for the project is September, 2016.

**Route 15 Congestion Mitigation Improvements (Town/County/VDOT):** VDOT has identified pre-scoping funds to perform a more rigorous traffic study using the Town study from Wells and Associates as a base. VDOT staff issued a notice to proceed to VHB on May 26, 2015. The study is underway by VHB. The draft report is under

review by VDOT staff. When they have completed their review, the report will be presented for discussion to County and Town of Leesburg staff. When a path forward is agreed to, the Chairman and District supervisors will be briefed to determine next steps.

**Poland Road Roundabout:** VDOT has allocated \$600,000 for this project and the Board allocated \$950,000 for the project. Funds are available July 1, 2015. The survey is complete. There are several requests relating to this project from the South Riding Proprietary that are to be coordinated with VDOT and the Proprietary. The project scoping meeting was held on September 9, 2015. Design is underway by a Central Office in-house design team. The next milestone is the preliminary field inspection which should be scheduled in January, 2016.

**Russell Branch Parkway (Ashburn Road to Ashburn Village Boulevard):** A notice to proceed was issued to Hazel on 4/3/15. Construction activities are underway. The contractor was granted an extension due to the need for a box culvert redesign and inclement weather. Contractual completion is Summer 2016.

**Route 7/Route 659 Interchange:** The Board awarded the construction contract to Shirley Contracting at its May 20, 2015 business meeting. Utility work continues. A notice to proceed was issued to Shirley in September 2015 and construction is underway. A ground breaking was held October 13, 2015. Clearing is underway.

**Waxpool Road Expansion (Faulkner Parkway to Unbridled Way):** Construction continues. The portion west of Ashburn Village Boulevard and the traffic signal were open to traffic and functioning on September 30, 2014. The section east of Ashburn Village Boulevard is on hold until final utility easements and utilities are relocated on the north side of Waxpool Road. Construction will then resume on March 1, 2016 and final completion is estimated for September 1, 2016.

**Crosstrail Boulevard Segment A-2:** A kickoff meeting was held on 3/24/2015. Fort Myer is the contractor. The Notice to Proceed was issued June 9, 2015. A groundbreaking ceremony was held on June 30<sup>th</sup> and construction is underway. The contractual completion is Spring, 2018. The project is on schedule.

**Crosstrail Boulevard Segment B:** Roadway plans to be submitted to VDOT. Appraisals for offsite property acquisition are underway. Tuscarora Crossing proffered to obtain right of way over the next six months. County Attorney's office working on a MOU regarding the situation. County and developer staffs are coordinating.

**Alder School Road Paving (Woodgrove Road to Hillsboro Road):** This project involves right of way acquisition from numerous property owners. Appraisals and offers went out to property owners in March, 2014. Staff continues to work with area residents whose properties are impacted. The goal is to bid for construction contract in Spring 2016 with construction starting in the September, 2016.

**Claiborne Parkway Extension (Croson Lane and Ryan Road):** Right of way has been cleared. The County is working with Columbia Gas on obtaining approval of an existing

gas main. Upon receipt of that approval VDOT must issue a right of way certification letter and approve the IFB language. The goal is to bid for construction in December 2015.

**Tall Cedars Parkway Extension (Gum Spring Road to Pinebrook Road and Pinebrook Road to Riding Center Place – half section):** The Avonlea Plaza project was approved for rezoning. The developer (Peterson Companies) has proffered to construct the half-section. The full section is still in the land acquisition process and is now scheduled for a Winter 2015/2016 bid.

**Route 7/Route 690 Interchange (Preparation of IJR and preliminary design plans):** Resubmittal of IJR went to VDOT and comments were received. The IJR was submitted to VDOT Central Office for review and comment on 4/15/2015. Notice was received by VDOT in early June that the IJR was approved by Central Office. It now has to go to the CTB for approval. The consultant submitted 30% design plans in mid-September to VDOT. County staff and Dewberry will meet with VDOT to discuss the issue of clearance with the height of the existing bridge over Route 7. As it stands now, if the bridge is widened it may have to be replaced.

**Intersection of Waxpool Road and Pacific Boulevard and Waxpool Road and Broderick:** Plats are being prepared from the design plans to discuss with impacted property owners in the area (commercial). Right of way discussions are underway. The goal is to get this project bid for construction in summer, 2016.

**Belmont Ridge Road Widening (Truro Parish to Northstar):** A meeting was held with VDOT staff on 3/30/2015, with B&D on 3/31/2015 and with Loudoun Water on 4/6/2015 to discuss design details. The 30% plans were received for review from the design consultant. A location and design public hearing on the 30% design plans was held on June 23, 2015 at Mill Run Elementary School. The Belmont Ridge Road and Croson signal plans were submitted to VDOT on April 27, 2015. Sixty percent design plans were submitted to VDOT on 6/29/2015. The Board approved the design concept on September 16, 2015. The next milestone is the utility field inspection which is scheduled for November 20, 2015. After obtaining the utility easement needs, the plats can then be prepared.

**Mooreview Parkway Extension:** Several sets of privately prepared plans needed to be consolidated and updated. County staff has sent plats and deeds to impacted property owners to sign. When right of way is cleared the project will be bid for construction. There are issues with a conflict with Columbia Gas that staff is working on resolving. Staff is working with Columbia Gas to try and resolve the conflicts. Comments have been received on the agreement from Columbia Gas and incorporated into the document. The agreement has been signed by the County and sent to Columbia Gas for execution. Staff is still waiting to hear from Columbia Gas. The project is being delayed by them. Bids were opened on July 9, 2015 and came in over budget. The bid will be rejected and the project rebid when the Columbia Gas issues are resolved.

**East Holly Avenue Sidewalk:** The Board of Supervisors approved an additional \$133,000 to close the funding gap. VDOT is coordinating a SPAA amendment and once executed the work can be scheduled to be completed. VDOT estimates this is approximately 1,100 foot sidewalk with 12 driveway aprons. It should be about a 45 day project after construction begins, pending weather issues. All right of entry letters have been secured. Construction is anticipated in the Spring, 2016 which is the earliest that the VDOT on-call contractor can get to the project. The contractor is currently completing a very large district-wide ADA ramp contract.

**Riverside Parkway Extension (Loudoun County Parkway to Lexington Drive):** A second public information meeting was held on October 21st. Staff presented the Board with an alignment recommendation at the December 3, 2014 business meeting. The Board approved the staff recommendation to move forward with Alternative 1 alignment. Thirty percent design plans were submitted to VDOT. A public hearing was held on April 16<sup>th</sup> at G.W. University. Sixty percent plans were submitted to VDOT in mid-September, 2015 for the road project. Consultant is currently addressing 60% comments from VDOT and Building and Development. Final submission should be made in early 2016. The wetlands permit was issued on November 6, 2015. Revenue share funds will not cover the cost of the new water line – only the portion impacted by the road project itself. Staff is working on developing an agreement with Loudoun Water.

**Riverside Parkway Extension (Ashburn Village Boulevard to Lexington Drive):** The Board approved an agreement with the Meladon Park representatives to acquire the approved design plans. County staff has contracted for a signal warrant analysis and design of a signal. Signal plans were submitted for final approval on September 25<sup>th</sup> to VDOT. A purchase order has been issued to Christopher Consultants for design of the trail and preparation of right of way plats. Final plans with the trail went to VDOT on August 26, 2015. A wetlands permit (JPA) was submitted on August 31<sup>st</sup>. Approval should be granted by year's end. Staff is working with One Loudoun to determine whether there is interest in having this project constructed by Shirley Contracting under the "in furtherance of a proffer" option. This is on the Board's December 2<sup>nd</sup> meeting for consideration.

**Sterling Boulevard Extended:** Underground utility field designations were completed in early September, 2015. Field survey is complete. Traffic County on Sterling Boulevard are complete. ATCS, the design contractor, has been requested to do a roundabout feasibility study at Sterling Blvd./Moran Road. County staff met with VDOT and they approved a roundabout in concept. Staff is proceeding with that design. Staff will eliminate the multi-use trail and install two bike lanes on the roadway and provide a left turn into the west entrance of the Sigfried property. A meeting will be set up with the fiber optic owners to coordinate relocation.

**Northstar Boulevard (Route 50 to Shreveport):** The preliminary scope of work is complete. Discussions are underway with Board members, County staff and the developer of Brambleton regarding alignment. The County had J2 Engineers review and comment on the latest Brambleton design provided by Urban.

**Route 7/Ashburn Village Boulevard:** VDOT approved the design plans on October 5, 2015. The County approved the Construction Plans and Profiles (CPAP). Discussions on the bond amount are underway between the County, VDOT and the developer. One Loudoun has contracted with Shirley Contracting to construct the interchange. Shirley Contracting has the final utility easement plan. County staff has sent out all ROW requests. When ROW is cleared, construction can get underway by the developer of One Loudoun. A groundbreaking was held on October 22, 2015 at 11 a.m.

**Route 659 Widening (Broadlands Boulevard to Truro Parish Drive):** The construction is underway by Brookfield Homes under an agreement with the County. The project schedule has been updated by Brookfield Homes. Due to a lengthy process in obtaining right of way needed from impacted Homeowners Associations and a delay in getting the utility relocation completed, the project will be completed in mid-2016.

**Farmwell Road Widening:** A scope of services for design was sent to Wallace Montgomery on June 21<sup>st</sup>. Fee schedules are due back on July 17. Staff is in negotiations with Wallace Montgomery due to preliminary costs being high. Staff has pulled the survey and geotech work from the master contract and request a revised fee schedule. The work pulled can be accomplished by on-call contractors. Staff is in the process of issuing a purchase order for the on-call work.

**Northstar Boulevard (Route 50 to Tall Cedars Parkway):** A kick-off meeting was held on September 10, 2015. The consultant, J2 Engineering, is currently collecting survey and traffic data. The project schedule calls for 30% design plants to be submitted in late November, 2015. A Public Information Meeting is scheduled for December 15, 2015.

**Sycolin Road and Loudoun Center Place Traffic Signal:** Work is underway. Substantial completion is scheduled for December 15, 2015.

**Loudoun County Parkway/Waxpool Road Intersection Improvements (Design only):** Staff is coordinating with Dewberry and VDOT to discuss scope of the project. A proposal was received from Dewberry on August 28, 2015 and is under review by staff. This project is on hold until February, 2016.

Date of Meeting: January 12, 2016

**# 9**

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE  
ACTION ITEM**

**SUBJECT:** Affirmation of Personal Property Rates for 2016

**ELECTION DISTRICT:** Countywide

**CRITICAL ACTION DATE:** January 21, 2016

**CONTACTS:** Robert S. Wertz, Jr., Commissioner of the Revenue  
H. Roger Zurn, Jr., Treasurer  
Doug Kinney, Management and Financial Services

**PURPOSE:** To affirm the Personal Property Tax Rates for 2016.

**RECOMMENDATIONS: Commissioner of the Revenue and Treasurer:** Personal property tax rates are established at the discretion of the Board of Supervisors (Board). However, any changes to the vehicle personal property tax rates will directly impact the adopted Fiscal Year (FY) 2016 and proposed FY 2017 budgets, the billing of first half Tax Year (TY) 2016 personal property taxes, and the percentage of personal property tax relief (PPTR) or car tax relief to be provided for tax year 2016. In order to provide the time needed to produce and issue first half tax bills with a May 5<sup>th</sup> due date, it is recommended that the Board of Supervisors affirm the personal property tax rates for tax year 2016.

**BACKGROUND:** As part of the FY 2017 budget process, the Board will establish personal property tax rates for tax year 2016. Should the Board wish to change Loudoun’s current personal property tax rate on the general class of property or establish alternative personal property tax rates on any of the classes of property listed in Virginia Code § 58.1-3506 (**Attachment 1**), the Board should direct the County Administrator, as part of the FY 2017 budget process, to advertise a maximum proposed rate for each separate class of property for tax year 2016. The rates would be advertised with all the maximum proposed Calendar Year (CY) 2016 property tax rates in early February 2016. The Board of Supervisors, through its adoption of the FY 2017 budget in April 2016, would then establish a rate or rates on these classifications of personal property. **Attachment 2** shows the schedule for establishing personal property tax rates for Tax Year 2016.

During the 2015 General Assembly session, a special tax classification was established for tax rate purposes for miscellaneous and incidental tangible personal property that had an original cost of less than \$250. The Board is authorized to establish tax rates lower than the general class of

tangible personal property for this classification of property. VA Code §58.1-3506 (A) (46) states that:

*“Miscellaneous and incidental tangible personal property employed in a trade or business that is not classified as machinery and tools pursuant to Article 2 (§ 58.1-3507 et seq.), merchants' capital pursuant to Article 3 (§ 58.1-3509 et seq.), or short-term rental property pursuant to Article 3.1 (§ 58.1-3510.4 et seq.), and has an original cost of less than \$250. A county, city, or town may allow a taxpayer to provide an aggregate estimate of the total cost of all such property owned by the taxpayer that qualifies under this subdivision, in lieu of a specific, itemized list.”*

If the Board does not establish a separate tax rate for this class of property, it must be taxed at the rate on the general class of property, which is presently \$4.20 per \$100 of assessed value. The chart below summarizes the classes of property that are taxed at rates less than the general class of tangible personal property.

<b>Loudoun’s Classes of Property with Lowered Rates</b>		
Property Type	State Rate Limitation	2015 Rate
Aircraft & Flight Simulators	1	\$0.01
Heavy Construction Machinery	1	\$4.00
Machinery & Tools	1	\$2.75
Research & Development Business	2	\$2.75
Satellite Manufacturing, Testing & Operating	2	\$0.01
Four-wheeled Electrically-powered Low Speed Vehicles	1	\$1.00
Volunteer, Auxiliary Fire, Rescue, or Sheriff’s Auxiliary	1	\$0.01
Qualified Elderly or Disabled	1	\$2.10
Specially Equipped Vehicles for the Handicapped	1	\$2.10
Motor Carrier	2	\$2.75
Personal Property owned & used by Homeowners Assoc.	1	\$0.01
Wild or Exotic Animals kept for Public Exhibition	1	\$0.01

**Rate Limitations:**

- 1 - Cannot exceed the locality’s general rate, which for 2015 was \$4.20/\$100 of assessed value.
- 2 - Cannot exceed the locality’s machinery & tools rate, which for 2015 was \$2.75/\$100 of assessed value.

**ISSUES:**

**Establishing 2016 Personal Property Tax Rates:** In order to issue bills with a May 5th due date, the last date for vehicle personal property tax rate adoption is the first business meeting in March 2016 (March 4). While personal property billed with a June 5 payment deadline could be adopted as late as April 2016, such a delay in setting these rates would still have a negative impact on the billing process for tax year 2016 and could affect the adopted FY 2016 budget.

**FISCAL IMPACT:** There would be a fiscal impact to FY 2016 if the Board chose to change any of the calendar year 2016 tax rates. FY 2017 would also be affected by a change in rates.

**ALTERNATIVES:** The Board may direct the County Administrator to advertise personal property tax rates at or higher or lower than the 2015 personal property tax rates.

**DRAFT MOTIONS:**

1. I move that the Finance, Government Services & Operations Committee recommend that the Board of Supervisors affirm the 2016 personal property tax rates as shown in this item as part of the FY 2017 budget.

OR

2. I move an alternate motion.

**ATTACHMENTS:**

1. Virginia State Code Section 58.1-3506
2. 2016 Personal Property Tax Rates and First Half Personal Property Payment Due Dates
3. Adopted Tax Year 2015 Rates and First Half Personal Property Payment Due Dates

§ 58.1-3506. Other classifications of tangible personal property for taxation.

A. The items of property set forth below are each declared to be a separate class of property and shall constitute a classification for local taxation separate from other classifications of tangible personal property provided in this chapter:

1. a. Boats or watercraft weighing five tons or more, not used solely for business purposes;
- b. Boats or watercraft weighing less than five tons, not used solely for business purposes;
2. Aircraft having a maximum passenger seating capacity of no more than 50 that are owned and operated by scheduled air carriers operating under certificates of public convenience and necessity issued by the State Corporation Commission or the Civil Aeronautics Board;
3. Aircraft having a registered empty gross weight equal to or greater than 20,000 pounds that are not owned or operated by scheduled air carriers recognized under federal law, but not including any aircraft described in subdivision 4;
4. Aircraft that are (i) considered Warbirds, manufactured and intended for military use, excluding those manufactured after 1954, and (ii) used only for (a) exhibit or display to the general public and otherwise used for educational purposes (including such flights as are necessary for testing, maintaining, or preparing such aircraft for safe operation), or (b) airshow and flight demonstrations (including such flights necessary for testing, maintaining, or preparing such aircraft for safe operation), shall constitute a new class of property. Such class of property shall not include any aircraft used for commercial purposes, including transportation and other services for a fee;
5. All other aircraft not included in subdivisions A 2, A 3, or A 4 and flight simulators;
6. Antique motor vehicles as defined in § [46.2-100](#) which may be used for general transportation purposes as provided in subsection C of § [46.2-730](#);
7. Tangible personal property used in a research and development business;
8. Heavy construction machinery not used for business purposes, including but not limited to land movers, bulldozers, front-end loaders, graders, packers, power shovels, cranes, pile drivers, forest harvesting and silvicultural activity equipment and ditch and other types of diggers;
9. Generating equipment purchased after December 31, 1974, for the purpose of changing the energy source of a manufacturing plant from oil or natural gas to coal, wood, wood bark, wood residue, or any other alternative energy source for use in manufacturing and any cogeneration equipment purchased to achieve more efficient use of any energy source. Such generating equipment and cogeneration equipment shall include, without limitation, such equipment purchased by firms engaged in the business of generating electricity or steam, or both;
10. Vehicles without motive power, used or designed to be used as manufactured homes as defined in § [36-85.3](#);

11. Computer hardware used by businesses primarily engaged in providing data processing services to other unrelated or nonaffiliated businesses;
12. Privately owned pleasure boats and watercraft, 18 feet and over, used for recreational purposes only;
13. Privately owned vans with a seating capacity of not less than seven nor more than 15 persons, including the driver, used exclusively pursuant to a ridesharing arrangement as defined in § [46.2-1400](#);
14. Motor vehicles specially equipped to provide transportation for physically handicapped individuals;
15. Motor vehicles (i) owned by members of a volunteer rescue squad or volunteer fire department or (ii) leased by members of a volunteer rescue squad or volunteer fire department if the member is obligated by the terms of the lease to pay tangible personal property tax on the motor vehicle. One motor vehicle that is owned by each volunteer rescue squad member or volunteer fire department member, or leased by each volunteer rescue squad member or volunteer fire department member if the member is obligated by the terms of the lease to pay tangible personal property tax on the motor vehicle, may be specially classified under this section, provided the volunteer rescue squad member or volunteer fire department member regularly responds to emergency calls. The volunteer shall furnish the commissioner of revenue, or other assessing officer, with a certification by the chief or head of the volunteer organization, that the volunteer is a member of the volunteer rescue squad or fire department who regularly responds to calls or regularly performs other duties for the rescue squad or fire department, and the motor vehicle owned or leased by the volunteer rescue squad member or volunteer fire department member is identified. The certification shall be submitted by January 31 of each year to the commissioner of revenue or other assessing officer; however, the commissioner of revenue or other assessing officer shall be authorized, in his discretion, and for good cause shown and without fault on the part of the member, to accept a certification after the January 31 deadline. In any county that prorates the assessment of tangible personal property pursuant to § [58.1-3516](#), a replacement vehicle may be certified and classified pursuant to this subsection when the vehicle certified as of the immediately prior January date is transferred during the tax year;
16. Motor vehicles (i) owned by auxiliary members of a volunteer rescue squad or volunteer fire department or (ii) leased by auxiliary members of a volunteer rescue squad or volunteer fire department if the member is obligated by the terms of the lease to pay tangible personal property tax on the motor vehicle. One motor vehicle that is regularly used by each auxiliary volunteer fire department or rescue squad member may be specially classified under this section. The auxiliary member shall furnish the commissioner of revenue, or other assessing officer, with a certification by the chief or head of the volunteer organization, that the volunteer is an auxiliary member of the volunteer rescue squad or fire department who regularly performs duties for the rescue squad or fire department, and the motor vehicle is identified as regularly used for such purpose; however, if a volunteer rescue squad or fire department member and an auxiliary member are members of the same household, that household shall be allowed no more than two special classifications under this subdivision or subdivision 15. The certification shall be submitted by January 31 of each year to the commissioner of revenue or other assessing officer; however, the commissioner of revenue or other assessing officer shall be authorized, in his discretion, and for good cause shown and without fault on the part of the member, to accept a certification after the January 31 deadline;
17. Motor vehicles owned by a nonprofit organization and used to deliver meals to homebound persons or provide transportation to senior or handicapped citizens in the community to carry out the purposes of the nonprofit organization;

18. Privately owned camping trailers as defined in § [46.2-100](#), and privately owned travel trailers as defined in § [46.2-1900](#), which are used for recreational purposes only, and privately owned trailers as defined in § [46.2-100](#) which are designed and used for the transportation of horses except those trailers described in subdivision A 11 of § [58.1-3505](#);
19. One motor vehicle owned and regularly used by a veteran who has either lost, or lost the use of, one or both legs, or an arm or a hand, or who is blind or who is permanently and totally disabled as certified by the Department of Veterans Services. In order to qualify, the veteran shall provide a written statement to the commissioner of revenue or other assessing officer from the Department of Veterans Services that the veteran has been so designated or classified by the Department of Veterans Services as to meet the requirements of this section, and that his disability is service-connected. For purposes of this section, a person is blind if he meets the provisions of § [46.2-100](#);
20. Motor vehicles (i) owned by persons who have been appointed to serve as auxiliary police officers pursuant to Article 3 (§ [15.2-1731](#) et seq.) of Chapter 17 of Title 15.2 or (ii) leased by persons who have been so appointed to serve as auxiliary police officers if the person is obligated by the terms of the lease to pay tangible personal property tax on the motor vehicle. One motor vehicle that is regularly used by each auxiliary police officer to respond to auxiliary police duties may be specially classified under this section. In order to qualify for such classification, any auxiliary police officer who applies for such classification shall identify the vehicle for which this classification is sought, and shall furnish the commissioner of revenue or other assessing officer with a certification from the governing body that has appointed such auxiliary police officer or from the official who has appointed such auxiliary officers. That certification shall state that the applicant is an auxiliary police officer who regularly uses a motor vehicle to respond to auxiliary police duties, and it shall state that the vehicle for which the classification is sought is the vehicle that is regularly used for that purpose. The certification shall be submitted by January 31 of each year to the commissioner of revenue or other assessing officer; however, the commissioner of revenue or other assessing officer shall be authorized, in his discretion, and for good cause shown and without fault on the part of the member, to accept a certification after the January 31 deadline;
21. Until the first to occur of June 30, 2019, or the date that a special improvements tax is no longer levied under § 15.2-4607 on property within a Multicounty Transportation Improvement District created pursuant to Chapter 46 (§ [15.2-4600](#) et seq.) of Title 15.2, tangible personal property that is used in manufacturing, testing, or operating satellites within a Multicounty Transportation Improvement District, provided that such business personal property is put into service within the District on or after July 1, 1999;
22. Motor vehicles which use clean special fuels as defined in § [46.2-749.3](#), which shall not include any vehicle described in subdivision 38 or 40;
23. Wild or exotic animals kept for public exhibition in an indoor or outdoor facility that is properly licensed by the federal government, the Commonwealth, or both, and that is properly zoned for such use. "Wild animals" means any animals that are found in the wild, or in a wild state, within the boundaries of the United States, its territories or possessions. "Exotic animals" means any animals that are found in the wild, or in a wild state, and are native to a foreign country;
24. Furniture, office, and maintenance equipment, exclusive of motor vehicles, that are owned and used by an organization whose real property is assessed in accordance with § [58.1-3284.1](#) and that is used by that organization for the purpose of maintaining or using the open or common space within a residential development;

25. Motor vehicles, trailers, and semitrailers with a gross vehicle weight of 10,000 pounds or more used to transport property for hire by a motor carrier engaged in interstate commerce;
26. All tangible personal property employed in a trade or business other than that described in subdivisions A 1 through A 19, except for subdivision A 17, of § [58.1-3503](#);
27. Programmable computer equipment and peripherals employed in a trade or business;
28. Privately owned pleasure boats and watercraft, motorized and under 18 feet, used for recreational purposes only;
29. Privately owned pleasure boats and watercraft, nonmotorized and under 18 feet, used for recreational purposes only;
30. Privately owned motor homes as defined in § [46.2-100](#) that are used for recreational purposes only;
31. Tangible personal property used in the provision of Internet services. For purposes of this subdivision, "Internet service" means a service, including an Internet Web-hosting service, that enables users to access content, information, electronic mail, and the Internet as part of a package of services sold to customers;
32. Motor vehicles (i) owned by persons who serve as auxiliary, reserve, volunteer, or special deputy sheriffs or (ii) leased by persons who serve as auxiliary, reserve, volunteer, or special deputy sheriffs if the person is obligated by the terms of the lease to pay tangible personal property tax on the motor vehicle. For purposes of this subdivision, the term "auxiliary deputy sheriff" means auxiliary, reserve, volunteer, or special deputy sheriff. One motor vehicle that is regularly used by each auxiliary deputy sheriff to respond to auxiliary deputy sheriff duties may be specially classified under this section. In order to qualify for such classification, any auxiliary deputy sheriff who applies for such classification shall identify the vehicle for which this classification is sought, and shall furnish the commissioner of revenue or other assessing officer with a certification from the governing body that has appointed such auxiliary deputy sheriff or from the official who has appointed such auxiliary deputy sheriff. That certification shall state that the applicant is an auxiliary deputy sheriff who regularly uses a motor vehicle to respond to such auxiliary duties, and it shall state that the vehicle for which the classification is sought is the vehicle that is regularly used for that purpose. The certification shall be submitted by January 31 of each year to the commissioner of revenue or other assessing officer; however, the commissioner of revenue or other assessing officer shall be authorized, in his discretion, and for good cause shown and without fault on the part of the member, to accept a certification after the January 31 deadline;
33. Forest harvesting and silvicultural activity equipment;
34. Equipment used primarily for research, development, production, or provision of biotechnology for the purpose of developing or providing products or processes for specific commercial or public purposes, including, but not limited to, medical, pharmaceutical, nutritional, and other health-related purposes; agricultural purposes; or environmental purposes but not for human cloning purposes as defined in § [32.1-162.21](#) or for products or purposes related to human embryo stem cells. For purposes of this section, biotechnology equipment means equipment directly used in activities associated with the science of living things;
35. Boats or watercraft weighing less than five tons, used for business purposes only;

36. Boats or watercraft weighing five tons or more, used for business purposes only;
37. Tangible personal property which is owned and operated by a service provider who is not a CMRS provider and is not licensed by the FCC used to provide, for a fee, wireless broadband Internet service. For purposes of this subdivision, "wireless broadband Internet service" means a service that enables customers to access, through a wireless connection at an upload or download bit rate of more than one megabyte per second, Internet service, as defined in § [58.1-602](#), as part of a package of services sold to customers;
38. Low-speed vehicles as defined in § [46.2-100](#);
39. Motor vehicles with a seating capacity of not less than 30 persons, including the driver;
40. Motor vehicles powered solely by electricity;
41. Tangible personal property designed and used primarily for the purpose of manufacturing a product from renewable energy as defined in § [56-576](#);
42. Motor vehicles leased by a county, city, town, or constitutional officer if the locality or constitutional officer is obligated by the terms of the lease to pay tangible personal property tax on the motor vehicle;
43. Computer equipment and peripherals used in a data center. For purposes of this subdivision, "data center" means a facility whose primary services are the storage, management, and processing of digital data and is used to house (i) computer and network systems, including associated components such as servers, network equipment and appliances, telecommunications, and data storage systems; (ii) systems for monitoring and managing infrastructure performance; (iii) equipment used for the transformation, transmission, distribution, or management of at least one megawatt of capacity of electrical power and cooling, including substations, uninterruptible power supply systems, all electrical plant equipment, and associated air handlers; (iv) Internet-related equipment and services; (v) data communications connections; (vi) environmental controls; (vii) fire protection systems; and (viii) security systems and services;
44. Motor vehicles (i) owned by persons who serve as uniformed members of the Virginia Defense Force pursuant to Article 4.2 (§ [44-54.4](#) et seq.) of Chapter 1 of Title 44 or (ii) leased by persons who serve as uniformed members of the Virginia Defense Force pursuant to Article 4.2 (§ [44-54.4](#) et seq.) of Chapter 1 of Title 44 if the person is obligated by the terms of the lease to pay tangible personal property tax on the motor vehicle. One motor vehicle that is regularly used by a uniformed member of the Virginia Defense Force to respond to his official duties may be specially classified under this section. In order to qualify for such classification, any person who applies for such classification shall identify the vehicle for which the classification is sought and shall furnish to the commissioner of the revenue or other assessing officer a certification from the Adjutant General of the Department of Military Affairs under § [44-11](#). That certification shall state that (a) the applicant is a uniformed member of the Virginia Defense Force who regularly uses a motor vehicle to respond to his official duties, and (b) the vehicle for which the classification is sought is the vehicle that is regularly used for that purpose. The certification shall be submitted by January 31 of each year to the commissioner of the revenue or other assessing officer; however, the commissioner of revenue or other assessing officer shall be authorized, in his discretion, and for good cause shown and without fault on the part of the member, to accept a certification after the January 31 deadline; and
45. If a locality has adopted an ordinance pursuant to subsection D of § [58.1-3703](#), tangible personal property of a

business that qualifies under such ordinance for the first two tax years in which the business is subject to tax upon its personal property pursuant to this chapter. If a locality has not adopted such ordinance, this classification shall apply to the tangible personal property for such first two tax years of a business that otherwise meets the requirements of subsection D of § [58.1-3703](#).

B. The governing body of any county, city or town may levy a tax on the property enumerated in subsection A at different rates from the tax levied on other tangible personal property. The rates of tax and the rates of assessment shall (i) for purposes of subdivisions A 1, 2, 3, 4, 5, 6, 8, 11 through 20, 22 through 24, and 26 through 45, not exceed that applicable to the general class of tangible personal property, (ii) for purposes of subdivisions A 7, A 9, A 21, and A 25, not exceed that applicable to machinery and tools, and (iii) for purposes of subdivision A 10, equal that applicable to real property. If a motor vehicle is included in multiple classifications under subsection A, then the rate of tax shall be the lowest rate assigned to such classifications. If computer equipment and peripherals used in a data center could be included in classifications set forth in subdivision A 11, 26, 27, or 43, then the computer equipment and peripherals used in a data center shall be taxed at the lowest rate available under subdivision A 11, 26, 27, or 43.

C. Notwithstanding any other provision of this section, for any qualifying vehicle, as such term is defined in § [58.1-3523](#), (i) included in any separate class of property in subsection A and (ii) assessed for tangible personal property taxes by a county, city, or town receiving a payment from the Commonwealth under Chapter 35.1 (§ [58.1-3523](#) et seq.) for providing tangible personal property tax relief, the county, city, or town may levy the tangible personal property tax on such qualifying vehicle at a rate not to exceed the rates of tax and rates of assessment required under such chapter.

(Code 1950, §§ 58-829.2:1, 58-829.3, 58-829.5 to 58-829.9, 58-831.01; 1960, c. 418; 1970, c. 655; 1976, c. 567; 1978, c. 155; 1979, cc. 351, 576; 1980, c. 412; 1981, cc. 236, 445; 1982, c. 633; 1984, c. 675; 1985, c. 220; 1986, c. 195; 1988, c. 822; 1989, cc. 80, 694; 1990, cc. 677, 693; 1991, cc. 247, 330, 478; 1992, cc. 642, 680; 1993, c. 100; 1994, cc. [171](#), [221](#), [266](#), [631](#); 1995, c. [142](#); 1996, cc. [537](#), [603](#), [605](#); 1997, cc. [244](#), [250](#), [433](#), [457](#); 1999, cc. [289](#), [358](#); 2000, cc. [409](#), [413](#), [441](#), [442](#), [604](#); 2001, cc. [41](#), [447](#); 2002, cc. [6](#), [63](#), [148](#), [337](#); 2003, cc. [657](#), [670](#); 2004, cc. [4](#), [556](#), [591](#); 2004, Sp. Sess. I, c. [1](#); 2005, cc. [271](#), [325](#), [357](#); 2006, cc. [200](#), [231](#), [400](#); 2007, cc. [88](#), [322](#), [609](#); 2008, cc. [26](#), [94](#), [143](#); 2009, cc. [40](#), [44](#); 2010, cc. [264](#), [849](#); 2012, cc. [97](#), [288](#); 2013, cc. [39](#), [271](#), [287](#), [393](#), [652](#); 2014, cc. [50](#), [409](#).)

## Schedule for Establishing Personal Property Tax Rates for TY 2016

Date	Action	Comments
02/10/2016	County Administrator presents Proposed FY17 Budget	Based upon advertised tax rates
02/11/2016	Public notice advertising TY 2016 tax rates	
Feb-March 2016	Budget Public Hearings	
03/01/2016	BOS Meeting – Action item to establish vehicle Personal Property Tax Relief (PPTR) percentage and affirm TY 2016 personal property tax rates	
03/10/2016	Office of the Commissioner of the Revenue levies vehicle personal property taxes with a May 5 payment deadline	Includes automobiles, trucks, aircraft, boats, campers, motorcycles, trailers and recreational vehicles
03/10/2016	BOS Meeting	
03/22/2016	Begin printing vehicle personal property tax bills	
04/02/2016	Treasurer's office mails vehicle personal property tax bills	
04/05/2016	BOS Meeting – Historically, the BOS sets the real property tax rate and adopts the budget at its first business meeting in April	
04/15/2016	Deadline taxpayers report business personal property to the Office of the Commissioner of the Revenue	Includes computer equipment, furniture & fixtures, etc.
04/14/2016	<p>BOS Meeting – Last opportunity to make changes to business personal property tax rates. Assuming the FY17 budget was adopted on April 4<sup>th</sup>, any change in tax rates would affect the adopted FY16 and FY17 budgets.</p> <p><b>NOTE:</b> Business personal property tax rates can be <i>decreased</i> based upon rates advertised on 02/11/2016 which adversely affect the FY17 budget. However, if the Board wishes to <i>increase</i> the rate on business personal property, the tax rates must be advertised again. Additionally, if the rate of the personal property general class needs to be increased as a result of any increase in the business personal property tax rates, vehicle personal property billed with a May 5 deadline will need to be re-billed.</p>	The tax rate on computer equipment, furniture & fixtures, or heavy construction machinery cannot exceed that of the general class.
04/18/2016	Office of the Commissioner of the Revenue levies business personal property taxes with a June 5 deadline	Includes computer equipment, furniture & fixtures, etc.
04/25/2016	Begin printing business personal property tax bills	
05/04/2016	Treasurer's office mails business personal property tax bills	
06/05/2016	Business personal property tax payment deadline	

**Adopted Tax Year 2015 Rates and First Half Personal Property Payment Due Dates**

<b>Property Type</b>	<b>TY 2015 Adopted Rate</b>	<b>FY 2016 Adopted Budget</b>	<b>FY 2015 Estimated Revenue</b>	<b>1<sup>st</sup> Half Due Date</b>
Vehicles not otherwise classified	\$4.20 <sup>a</sup>	\$85,500,000	\$79,200,000	May 5
Eligible Vehicles of Fire and Rescue Volunteers and Auxiliary Members and Auxiliary Deputy Sheriffs as defined in Va. Code Sec. 58.1-3506 (A)(15), (16) & (32)	\$0.01 <sup>a</sup>		Less than \$1000	
Four-Wheeled Electrically-Powered Low-Speed Vehicles as defined in Va. Code Sec. 58.1-3506 (A)(38)	\$1.00 <sup>a</sup>		Less than \$1000	
Vehicles of Eligible Elderly and Disabled as defined in Va. Code Sec. 58.1-3506.1	\$2.10 <sup>a</sup>		\$140,000	
Vehicles Powered Solely By Electricity as defined in Va. Code Sec. 58.1-3506 (A)(40)	\$4.20 <sup>a</sup>		\$340,000	
Vehicles Specially Equipped for use by the Handicapped as defined in Va. Code Sec. 58.1-3506 (A)(14)	\$2.10 <sup>a</sup>		\$8000	
Vehicles Using Clean Special Fuels as defined in Va. Code Sec. 58.1-3506 (A)(22)	\$4.20 <sup>a</sup>		\$5,800,000	
Vehicles, Trailers and Semi-Trailers of Interstate Motor Carriers as defined in Va. Code Sec. 58.1-3506 (A)(25)	\$2.75 <sup>a</sup>		\$20,000	
Public Utility Personal Taxable Property (Aircraft Only) as defined Va. Code Sec. 58.1-2606	\$0.01 <sup>a</sup>	\$0	Less than \$1000	

Property Type	TY 2015 Adopted Rate	FY 2016 Adopted Budget	FY 2015 Estimated Revenue	1 <sup>st</sup> Half Due Date
Public Utility Personal Taxable Property (Vehicles Only) as defined Va. Code Sec. 58.1-2606	\$4.20 <sup>a</sup>	\$30,000	\$30,000	May 5
Aircraft and Flight Simulators as defined in Va. Code Sec. 58.1-3506 (A)(5)	\$0.01 <sup>a</sup>	\$40,000	\$40,000	June 5
Computer Equipment as defined in Va. Code Sec. 58.1-3506 (A)(27)	\$4.20 <sup>a</sup>	\$83,410,000	\$85,000,000	
Heavy Construction Machinery as defined in Va. Code Sec. 58.1-3506 (A)(8)	\$4.00 <sup>a</sup>	\$1,400,000	\$1,600,000	
Furniture and Fixtures as defined in Va. Code Sec. 58.1-3506 (A)(26)	\$4.20 <sup>a</sup>	\$14,000,000	\$16,900,000	
Wild or Exotic Animals Kept for Public Exhibition in an Indoor or Outdoor Facility as defined in Va. Code Sec. 58.1-3506 (A)(23)	\$0.01 <sup>a</sup>		Less than \$1000	
Furniture and Fixtures of a Planned Residential Development as defined in Va. Code Sec. 58.1-3506 (A)(24)	\$0.01 <sup>a</sup>		Less than \$1000	
Machinery and Tools as defined in Va. Code Section 58.1-3507	\$2.75 <sup>b</sup>	\$1,100,000	\$1,100,000	
Personal Property Used in a Research and Development Business as defined in Va. Code Section 58.1-3506 (A)(7)	\$2.75 <sup>b</sup>		\$13,000	
Satellite Manufacturing, Testing, or Operating Equipment as defined in Va. Code Sec. 58.1-3506 (A)(21)	\$0.01 <sup>b</sup>	\$3,500	\$4000	

Rate Limitations:

<sup>a</sup>Cannot exceed the locality's general rate, which for 2015 was \$4.20/\$100 of assessed value.

<sup>b</sup>Cannot exceed the locality's machinery & tools rate, which for 2015 was \$2.75/\$100 of assessed value.

Date of Meeting: January 12, 2016

## # 10

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE  
ACTION ITEM**

**SUBJECT:** **FY 2016 Capital Improvement Program Amendment/Use of Local Gasoline Tax Funding for Mooreview Parkway**

**ELECTION DISTRICT:** Dulles

**CRITICAL ACTION DATE:** January 12, 2016

**STAFF CONTACTS:** Daniel Csizmar, Transportation and Capital Infrastructure  
Joe Kroboth, Transportation and Capital Infrastructure  
Erin McLellan, Management and Budget

**PURPOSE:** To amend the FY 2016 Capital Improvement Program (CIP) and budget to appropriate and transfer \$1,800,000 of local gasoline tax funding from the Transportation District Fund to the Capital Fund to fund the Mooreview Parkway capital project.

**RECOMMENDATIONS:** Staff recommends that the Finance/Government Operations and Economic Development Committee (FGSOC) recommend that the Board of Supervisors (Board) amend the FY 2016 CIP and budget to appropriate and transfer \$1,800,000 from the Transportation District Fund to the Capital Fund for the Mooreview Parkway capital project.

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**BACKGROUND:** As part of the capital project review process, the Department of Transportation and Capital Infrastructure (DTCI) staff identified that the Mooreview Parkway project between Croson Lane and Old Ryan Road is in need of an additional \$3,300,000 to fully fund the project. Of this additional amount, \$1,500,000 is required to cover added construction related costs due to project delays, inflation, and cost increases within the current project scope. Staff is developing a funding proposal as part of the Proposed FY 2017 – FY 2022 CIP to cover the added construction costs for the project. The additional \$1,800,000 in local gasoline tax funding, requested in this item, is required to fund the relocation of two gas transmission lines that interfere with development of this road segment. The latest cost estimate from Columbia Gas to relocate the gas line is approximately \$1,440,000. Adding a sufficient contingency to the gas line relocation cost would require a total request of \$1,800,000.

Due to significant demand nationwide for labor and natural gas line construction brought about by the expansion of fracking to extract natural gas from the ground, gas pipeline construction labor is in short supply, which is driving up the costs and availability of labor to construct new gas pipelines

or relocate existing gas transmission lines. The cost for the gas line relocation is unusually high due to these labor demands, and requires a significantly higher contingency to help cover the fluctuations in the cost of gas line related work.

The Mooreview Parkway project is a critical missing highway link needed to provide connectivity to the planned Ashburn Metrorail Station. The project is also subject to a Reimbursement Agreement with the Claude Moore Charitable Foundation.

Staff is requesting the transfer of local gasoline tax funding now because the gas line relocation work must occur before the County can begin construction of the road segment between Croson Lane and Old Ryan Road; otherwise, the gas line relocation work would bisect and impede the project. Funding for the gas line relocation is needed prior to award of the construction contract, more specifically, before placing the project out for bid. In order to bid this project, staff needs an accurate project schedule for the Columbia Gas work; otherwise the County risks that the gas line relocation work will delay the progress of the general contractor if the County has already awarded a construction contract and issued the notice to proceed on construction.

This CIP amendment requests to allocate local gas tax funding as an amendment to the FY 2016 CIP to provide funds now to alleviate the gas line issue and time the allocation of the additional construction related funding in the CIP to align with when staff believes the construction contract will be issued for the project. The Mooreview Parkway project contains \$6,300,000 in fund balance appropriated as part of the FY 2014 CIP budget.

Due to limits on the amount of FY 2015 fund balance available to use towards capital project needs, and an attempt to alleviate pressure on the use of local tax funding and debt financing in the CIP, staff from the Department of Management and Budget (DMB) and DTCI completed an audit of the local gasoline tax project accounts in the Transportation District Fund to determine if any balances existed to allocate towards transportation-related capital projects in need of additional funds. Staff has identified balances in project accounts that were established for general contingency using local gasoline tax revenues in prior fiscal years. In time, these contingency accounts have become somewhat redundant as the CIP has established its own capital project-related contingencies. Staff believes reprogramming these funds is appropriate at this time to other one-time expenditures such as the gas transmission line relocations. Staff notes that these contingency funds are not planned to be replenished, and these funds are one-time in nature.

Local gasoline tax revenue has declined from historic levels as gasoline prices have declined; however, the use of the proposed local gasoline tax funding for Mooreview Parkway will not affect any current revenue needed to support the County's current transit and commuter bus service. As will be highlighted in the FY 2017 Proposed Budget, local gasoline tax balances are not accumulating as they had in the past and therefore should not be considered as a source of ongoing revenue for new or expanded programs.

In the near future, all local gasoline tax revenues will be diverted to cover the County's share of operating costs for the Metrorail Silver Line once it is operational in the County. Current estimates place the opening of Metrorail Silver Line service in the County in FY 2020.

**ISSUES:** An amendment to the FY 2016 CIP is required in order to transfer additional funds from the Transportation District Fund to the Capital Fund for the Mooreview Parkway project. If the Board chooses not to appropriate the use of local gasoline tax funding for the project, then the County will not have sufficient funding available to address the gas line relocation issue for the Mooreview Parkway project.

**FISCAL IMPACT:** If approved by the Board, staff will prepare a budget adjustment to appropriate and transfer \$1,800,000 in local gasoline tax funding in the Transportation District Fund to the Capital Fund for the Mooreview Parkway gas line relocation.

**ALTERNATIVES:** The Board may choose to recommend the appropriation and transfer of some, none or all of the requested \$1,800,000 in local gasoline tax funding for the Mooreview Parkway capital project. If the Board does not fully fund this request, staff would have to find other sources of proposed funding for the project, likely in the Proposed FY 2017 – FY 2022 CIP.

**DRAFT MOTIONS:**

1. I move the Finance/Government Operations and Economic Development Committee recommend that the Board of Supervisors amend the FY 2016 Capital Improvement Program and budget and direct staff to execute a budget adjustment to appropriate and transfer \$1,800,000 in local gasoline tax funding in the Transportation District Fund to the Capital Fund for the Mooreview Parkway capital projects.

OR

2. I move an alternate motion.

Date of Meeting: January 12, 2016

#11

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE MEETING  
ACTION ITEM**

**SUBJECT:** **Proposed Code of Ethics and Standards of Conduct**

**CRITICAL ACTION DATE:** **January 12, 2016**

**STAFF CONTACTS:** Leo Rogers, County Attorney

**Recommendation: Board:** At their January 6, 2016 Business Meeting, the Board of Supervisors voted unanimously (9-0) to forward the proposed Code of Ethics and Standards of Conduct policy as part of their inaugural Organizational Matters item to their January 12, 2016 Finance/Government Operations and Economic Development Committee (FGOEDC) Meeting for further deliberations and potential recommendation to the Board.

**BACKGROUND:** As part of their January 6, 2016 Business Meeting, the first item under consideration as part of the Board's Organizational Matters was a Code of Ethics and Standards of Conduct.

Attachment 1 to this item is the "Code of Ethics" and "Standards of Conduct," as presented at the January 6<sup>th</sup> Board Business meeting. This proposal was designed to guide the actions and decision making of the Board members. These documents would apply to the members of the Board of Supervisors, if approved.

Attachment 2 to this item is a "Statement of Ethics: 2016-2020 Board of Supervisors," as proposed by Supervisor Letourneau. This proposal serves as an alternative to what is under consideration as seen in Attachment 1. This proposal was also designed to serve as guide to the actions and decision making of the Board members. This document would apply to members of the Board of Supervisors, if approved.

**ALTERNATIVES**

The FGOEDC may recommend that the Board of Supervisors approve the version of the Code of Ethics and/or Standards of Conduct that is found in Attachment 1 to this item, or the alternative that is offered in Attachment 2. The FGOEDC may also recommend that the Board include either the version that is Attachment 1, or the alternative found in Attachment 2 as freestanding policies, or as part of the Board's Adopted Rules of Order. Furthermore, the FGOEDC may also recommend amendments to the Board of Supervisors to either most acceptable version for approval, or offer a complete substitute version

altogether. Finally, the FGOEDC may decide to make no recommendation, or not recommend that the Board of Supervisors approve a Code of Ethics and/or Standards of Conduct at this time.

**FISCAL IMPACT**

There is no fiscal impact with Board of Supervisors approval of either competing versions of the Code of Ethics and Standards of Conduct.

**DRAFT MOTIONS:**

1. I move that the Finance/Government Operations and Economic Development Committee recommend that the Board of Supervisors approve the Code of Ethics and Standards of Conduct as provided in Attachment 1.

OR

2. I move that the Finance/Government Operations and Economic Development Committee recommend that the Board of Supervisors approve the Statement of Ethics: 2016-2020 Board of Supervisors as provided in Attachment 2.

OR

3. I move an alternate motion.

**ATTACHMENTS:**

1. Proposed Code of Ethics and Standards of Conduct (January 6, 2016 Version)
2. Proposed Statement of Ethics for the Board of Supervisors: 2016-2020 (Letourneau Version)



January 6, 2016

## **Code of Ethics**

### **Board of Supervisors**

### **Loudoun County, Virginia**

Recognizing that persons who hold public office have been given a public trust and that the stewardship of such office demands the highest levels of ethical and moral conduct, any person serving on the Loudoun County Board of Supervisors should adhere to the following Code of Ethics.

1. Uphold the Constitution, laws and regulations of the United States and of all governments therein and never knowingly be a party to their evasion.
2. Put loyalty to the highest moral principles and to the citizens of Loudoun County, as a whole, above loyalty to individuals, or particular groups.
3. Give a full measure of effort and service to the positions of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
4. Seek to find and use the most equitable, efficient, effective and economical means for getting tasks accomplished.
5. Adopt policies and programs that are in accordance with the County's Equal Employment Opportunity Policy, and that support the rights and recognize the needs of all citizens regardless of race, sex, age, religion, creed, country of origin or handicapping conditions.
6. Ensure the integrity of the actions of the Board of Supervisors by avoiding discrimination through the dispensing of special favors or unfair privileges to anyone, whether for remuneration or not. A member should never accept for himself or herself or for family members, favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of governmental duties.
7. Make no private promises of any kind binding upon the duties of any office, since a public servant has no private word which can be binding on public duty.
8. Avoid even the appearance of a conflict of interest. A member should disclose any interest in a transaction which might be reasonably interpreted as questionable or borderline conflicts of interest, and which might be perceived as rendering direct personal gain for himself/herself or for family members. If a Board member desires to vote on a questionable issue, he/she should seek the opinion of the County Attorney.

January 6, 2016

9. Engage in no business with Loudoun County government or school system, which is inconsistent with the State and Local Government Conflict of Interest Act or the Public Procurement Act.
  10. Never use any information gained confidentially in the performance of governmental duties as a means of making private profit.
  11. Expose through appropriate means and channels, corruption, misconduct, or neglect of duty when discovered.
  12. Adhere to the principle that the public's business should be conducted in the public view by observing and following the letter and spirit of the Freedom of Information Act.
  13. Recognize that interaction with the media is a vital link in maintaining good communication with the public. Board member comments to the media should be in a courteous, statesmanlike manner and should maintain the propriety of the Board when speaking to public issues, or to opinions of colleagues and citizens.
  14. Make sure, when responding to the media, that a clear distinction is made between personal opinion or belief and a decision made by the Board of Supervisors.
  15. Review orally and in public session at the annual organizational meeting each of these principles.
  16. Pledge to honor and uphold these principles, ever conscious that public office is a public trust.
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Phyllis J. Randall, Chairman

Tony R. Buffington, Jr. Blue Ridge District

Ralph M. Buona, Ashburn District

Koran T. Saines, Sterling District

Suzanne M. Volpe, Algonkian District

Kristen C. Umstattd, Leesburg District

Matt F. Letourneau, Dulles District

Ron A. Meyer, Jr. Broad Run District

Geary M. Higgins, Catoclin District

January 6, 2016



## Standards of Conduct Board of Supervisors Loudoun County, Virginia

Recognizing that persons holding a position of public trust are under constant observation by the media and interested Loudoun County residents, and recognizing that maintaining the integrity and dignity of the public office is essential for maintaining high levels of public confidence in our institutions of government, every member of the Loudoun County Board of Supervisors should adhere to the following Standards of Conduct.

1. Be open minded and patient. Avoid, during either public or private meetings and during the performance of public duties, the use of abusive, threatening or intimidating language or gestures directed at colleagues, citizens, or personnel.
2. Pay all taxes due to the county, state or national government.
3. Attend all regularly scheduled meetings of the Board of Supervisors and Committees to which he or she has been assigned, resigning whenever personal circumstances preclude regular attendance.
4. Conduct your personal and professional life in a manner which reflects positively on the Board of Supervisors and Loudoun County. ~~Avoid a private lifestyle that casts doubt upon the integrity and competence of the Loudoun County government.~~
5. Make a conscientious effort to be well prepared for each meeting.
6. Offer constructive criticism of Loudoun County employees only in private meetings with appropriate individuals or in executive session.
7. Respect the rights of colleagues to have different opinions. Enter into constructive and factual discussions when attempting to resolve issues or reach a consensus, refraining from disparaging remarks.
8. Work to create a positive environment in public and private meetings, so that the environment is conducive to a productive dialogue between all parties and citizens will feel comfortable as observers or participants.
9. Maintain an attitude of courtesy and consideration toward all citizens, colleagues and staff during all discussions and deliberations.
10. ~~Be open minded and patient. Allow all citizens, employees, or colleagues, sufficient opportunity to present their views.~~
11. Be respectful and attentive. Avoid comments, body language or distracting activity that conveys a message of disrespect for the presentations from citizens, personnel or colleagues.

January 6, 2016

121. ~~Be concise.~~ Recognizing that lengthy statements are occasionally needed to convey the passion and gravity of a Board member's opinion, Board members should refrain from the consistent practice of taking more time to address an issue before the body than is necessary and essential for an adequate consideration of those matters being discussed.

13. ~~No money for speaking engagements. No exceptions.~~

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Phyllis J. Randall, Chairman

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Tony R. Buffington, Jr. Blue Ridge District

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Ralph M. Buona, Ashburn District

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Koran T. Saines, Sterling District

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Suzanne M. Volpe, Algonkian District

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Kristen C. Umstadd, Leesburg District

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Matt F. Letourneau, Dulles District

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Ron A. Meyer, Jr. Broad Run District

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Geary M. Higgins, Catocin District

## ATTACHMENT 2

### **Statement of Ethics** 2016-2020 Board of Supervisors

#### **As a Body, we pledge to:**

- Place the best interests of Loudoun County and its residents above all others;
- Treat all of our citizens with professionalism and respect;
- Be good stewards of tax dollars, and ensure that funds are spent appropriately and for the public good;
- Be transparent to the greatest extent possible with our deliberations and decisions;
- Follow all applicable local, state and federal laws;

#### **As Individuals, we pledge to:**

- Treat each other and our constituents with respect and courtesy;
- Ensure compliance with the Board's guidelines for our own aides, and use our individual office budgets and personnel for appropriate County business;
- Grant no special favors or privileges to any individual or entity based on outside influences such as political donations or personal relationships.

Date of Meeting: January 12, 2016

# 12

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS and ECONOMIC DEVELOPMENT  
COMMITTEE  
INFORMATION ITEM**

**SUBJECT:** Monthly Report/Implementation of the Enterprise Resource Planning (ERP) Project

**ELECTION DISTRICT:** Countywide

**STAFF CONTACTS:** John Sandy, County Administration  
Robert Middaugh, County Administration  
Wendy Wickens, Information Technology  
Penny Newquist, Finance and Procurement  
Vince Marchesano, Vivad Technologies, LLC

**PURPOSE:** To provide an update on the status of the County's Enterprise Resource Planning (ERP) system implementation.

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**BACKGROUND:** The Loudoun County Government and Loudoun County Public Schools (LCPS) began implementation of a new Enterprise Resource Planning (ERP) Commercial Off The Shelf (COTS) system in January 2012 as part of a larger program to replace three core financial systems [i.e., ERP, Computer Aided Mass Appraisal (CAMA), and Integrated Tax Revenue (ITR)]. This action was based on an independent assessment of the County's legacy financial, human resources and taxation systems, as well as the future replacement of those systems.

In November 2008, Digicon Corporation completed the assessment and concluded that when the County acquired its current systems, more than 20 years ago, the functions and features provided, and the architecture upon which they were built (IBM), met the County's business and budgetary requirements. However, over the years, the technology exceeded its useful lifecycle, and operations and support was proving to be increasingly complex and difficult to maintain. Digicon recommended the County consider implementing a state-of-the-art ERP system to improve business and operational efficiency, which also would meet the demands for information in a more reliable and timely manner, with requisite quality and accuracy. More specifically, Digicon concluded and recommended:

*“At this point, the batch interfaces of current systems have become so numerous and complex that users report processing errors as a frequent problem. Architectural constraints also make it difficult to interface these systems with modern web-based*

*applications. Most of the systems have little or no technical documentation and must rely on the experience of support staff that is fast approaching retirement age.*

*The current system architecture has not been widely employed for nearly two decades; therefore, the skills necessary to support these systems are not readily available in the open market. Most importantly, the users of these systems have unequivocally stated that the systems are not supporting current business processes without “Herculean” efforts by staff members such as manual workarounds using MS Access databases and MS Excel spreadsheets.*

*The general findings indicate that the current Financial, Human Resources, and Tax Revenue business systems being employed by the County should be replaced by ERP and other COTS systems. Digicon recommends that the Tax Revenue systems be replaced first, followed by the Financial system, and lastly the Human Resources systems.*

*The remainder of FY09 should be devoted to creating and publishing an RFP (Request for Proposal), selecting the appropriate replacement systems, and planning a multi-year implementation schedule to minimize the financial impact to the County’s budget in any one year.”*

Per the Digicon assessment, the County released a single RFP to include acquisition of all three systems, allowing vendors to propose any combination of system solutions. A Proposal Analysis Group (PAG) was formed to assess each system (CAMA, ITR, and ERP), and actively participated in proposal reviews, product demonstrations, and Questions and Answers sessions with each vendor. The PAGs provided unbiased scoring for each of the vendors in the following categories:

- Experience/Qualifications
- Implementation Strategy
- Ability to Meet Non-Baseline Requirements  
*\*Note: Per the RFP, vendor proposals must address all baseline (mandatory business) requirements, and preference would be given to vendor proposals that also addressed non-baselined (nice-to-have) requirements.*
- Response to RFP Section 4.0  
*\*Note: Per the RFP, vendor proposals must identify the commercial-off-the-shelf (COTS) product (e.g. Oracle EBS, SAP, Lawson, etc.), as well as how the proposed COTS product would meet Loudoun’s baseline requirements.*
- Compliance with Loudoun’s Terms and Conditions
- Warranties
- References
- Technical Architecture
- Cost

Based on final scores and Best and Final Offers (BAFOs) from the selected vendors, the PAG recommended selection of the following vendors:

- **CAMA:** Tyler Technologies  
*\*Note: The Board of Supervisors (the Board) authorized award on February 14, 2011 in an amount not to exceed \$1,898,800.*
- **ITR:** PCI  
*\*Note: The Board authorized award on July 19, 2011 in the amount of \$4,234,259.*
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- **ERP:** Applications Software Technology Corporation (AST) Corporation/Oracle  
*\*Note: See details below.*

On November 2, 2011, the Board authorized the negotiation of a contract not to exceed \$21,050,064 to implement ORACLE EBS (eBusiness Suite) as the ERP System for Loudoun County Government and LCPS, The contract was awarded to AST, a Platinum Oracle partner, which included the Oracle EBS licensed software and implementation services for the ERP system in three phases, each of which are detailed below.

- **Phase 1: Financials, Procurement, Grants and Document Management**
  - *Duration:* January 2012 – July 1, 2013
  - *Status:* COMPLETE
  - *Modules:* General Ledger, Accounts Payables, Accounts Receivables, Fixed Assets, Purchasing, Cash Management, Projects/Grants, and Hyperion Budgeting, iProcurement, iExpense, Inventory & Document Management Integration.
- **Phase 2: Human Capital Management (HCM) Applications**
  - *Duration:* January 2014 – TBD – missed last three planned finish dates
  - *Status:* PAUSED
  - *Modules:* HR, Self Service HR, Advanced Benefits, Payroll, Oracle Time and Labor, Self Service Human Resources, iRecruitment, Learning Management, Performance Management, Compensation Workbench & Document Management Integration
- **Phase 3: Advanced Procurement**
  - *Duration:* November 2013 – May 2014
  - *Status:* COMPLETE
  - *Modules:* iSupplier, Procurement Contracts, Services Procurement, Sourcing & Document Management Integration

On December 4, 2013, the Board appropriated an additional \$9,160,925 to the capital project budget (ERP Implementation Contingency), which was used to complete outstanding items for Phase 1, and to provide additional resources to complete Phase 2. Not all funds have been expended to date. An additional 7.00 FTEs were added to the Department of Information Technology (DIT) and the former Department of Management and Financial Services' Finance

and Budget Divisions, to provide needed system support. In December 2015, the Board appropriated an additional \$1,500,000 from the FY 2015 fund balance to complete the Phase 2 implementation, bringing the ERP capital budget to \$32,228,494. It should be noted that this amount does not include budgeted contracted project management services, which totals \$3,465,848. Expenses for consulting and other technical support through Fiscal year 2016 not in the project budget are \$1,595,771.

**ISSUES:** This item provides a monthly update from the Department of Finance and Procurement (DFP) and DIT on the implementation of the ERP system.

The Program Manager, Vince Marchesano, and County staff will be present to discuss details and answer questions.

### ***AST Contract Information***

Loudoun County entered into a firm fixed price contract with AST to implement an ERP solution. It was determined during contract negotiations that payment would be deliverable-based. The County interests are protected with regard to AST's contract for implementation services as per a performance bond in the amount of \$11,290,720, which represented the value of the AST contract at that time. Unlike construction initiatives, for which completion of work is solely managed and executed per the discretion of the contractor, software implementations such as this require a collaborative partnership between customer and vendor—that is, both parties manage and execute significant and interconnected portions of the project. Due to the interdependent nature of the work, liquidated damages were not included in the contract terms. However, either party may seek remedy for actual damages, if incurred.

In addition, Loudoun withholds a 20 percent retainage (\$995,401 has been withheld to date) from each deliverable payment, of which, 15 percent is released to AST upon Loudoun's final acceptance of each project phase. The remaining 5 percent will be released upon Loudoun's final acceptance of the overall system, which includes settlement of all outstanding change orders and/or claims.

### ***Phase 2 - Human Resources and Payroll***

The Phase 2 implementation began in January 2014, however, after failing to meet three different planned go-live dates (i.e. March 2015, June 2015, and September 2015), AST was notified in August 2015 that they were in material breach of the contract. To move the project forward, AST and Loudoun collaboratively defined a different approach to successfully implement a fully functioning system. However, due to continued issues and missed critical path and milestone dates, Loudoun notified AST on November 6, 2015 that the project is being placed on hold until an acceptable cure plan is in place to address all outstanding issues.

AST and County executives met on November 13, 2015, and again on December 15, 2015, to discuss the path moving forward, and both parties are actively working towards a solution to successfully complete the project. The County also engaged Oracle Consulting and Sales in October 2015 to assess the overall "health" of the project, from which it was determined that the

solution built to date has overly complex and unnecessary configurations. The County has further retained Oracle Consulting to conduct a comprehensive assessment of the Phase 2 solution using the standard Oracle Unified Method (Oracle's methodology for deploying Oracle-based business solutions) to determine if AST's designs were optimal for Loudoun's requirements (leveraging out-of-the-box functionality where possible), as well as to define what it will take to implement a fully functional system that meets Loudoun's requirements. This five week effort is scheduled to commence on January 11, 2016, and the objective is to define the scope of work for the Phase 2 restart and implementation, including any requisite technical upgrades.

**FISCAL IMPACT:** All ERP Implementation Funds have been released, however, the remaining balance of funds has not been fully expended. An estimated \$6.8 million of funding remains available in the budget. It also should be noted that the ERP Implementation includes \$3.5 million for Post Go Live Support. Further, the cost to complete the implementation will be determined pending completion of the Oracle assessment, and payment terms are being addressed per the ongoing contractual discussions between AST and the County.

**CLOSED SESSION MOTIONS**  
**Board of Supervisors**  
**Finance/Government Operations and Economic Development Committee**  
**January 12, 2016**

**Motion for Convening Closed Session**

I move that the Finance/Government Operations and Economic Development Committee recess this public meeting and enter into closed session pursuant to Virginia Code Section 2.2-3711(A) (7) for actual or probable litigation and for consultation with legal counsel and briefings by staff on the contract with AST Corporation for the implementation of ERP.

**Motion to Adjourn Closed Session:**

I move that the closed session be adjourned, that the Finance/Government Operations and Economic Development Committee reconvene its public meeting, and that the minutes of the public meeting should reflect that no formal action was taken in the closed session.

**Motion to Certify Closed Session:**

I move that the Resolution Certifying the Closed Session be adopted and reflected in the minutes of this public meeting:

**Resolution Certifying Closed Session**

Whereas, the Finance/Government Operations and Economic Development Committee this 12th day of January, 2016, convened in closed session by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

Now, therefore, be it resolved that the Finance/Government Operations and Economic Development Committee does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed session to which this certification applies; and (2) only such public business matters as were identified in the motion by which the said closed session was convened were heard, discussed or considered by the Finance/Government Operations and Economic Development Committee.