



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
JUNE 25, 2024 – 7:00 P.M.

(The meeting will be in-person and streamed on YouTube Live)

The meeting will be streamed live on the Town of Christiansburg's YouTube page at www.christiansburg.org/YouTube and will remain on the Town's YouTube page once the meeting concludes.

If you do not want or cannot attend the meeting in-person, there are several contactless methods for submitting public comment. To submit public comments, please visit www.christiansburg.org/publichearings. You may also leave a voicemail with your comments at 540-382-6128, ext. 1109; mail a letter to Town Hall, ATTN: Town Council, 100 E. Main Street, Christiansburg, VA 24073; use the drop box to the left of the front doors at Town Hall to leave a letter; or email info@christiansburg.org. Regardless of the method you use, please include your full name and address with your comments. Please provide comments prior to 6:00 p.m. on Tuesday, June 25, 2024, for the comments to be distributed to Town Council before the meeting.

REGULAR MEETING

I. CALL TO ORDER

- A. Moment of Reflection
- B. Pledge of Allegiance

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

- A. Amendment to Sec. 40-2. Definitions. and Sec. 40-3. Administrator. of Article I. In General of Chapter 40 “Subdivisions” of the Christiansburg Town Code to provide for consistency with the Code of Virginia and additional administrative and planning commission reviews

IV. CONSENT AGENDA

- A. Approval of Minutes of June 11, 2024 and June 13, 2024
- B. Monthly bill list
- C. Approve Deputy Treasurer Katie Miano as an additional Town check signer
- D. Contract Amendment #1 with Setty & Associates, LTD, for professional engineering consulting services for design, construction, and commissioning phase services for the HVAC replacement at the Christiansburg Aquatic Center for \$893,277.00
- E. Resolution Recognizing July 2024 as Park and Recreation Month
- F. Schedule Town Council Public Hearing for August 13, 2024 for a rezoning request by JTCI Electric LLC, property owner, and Joseph Iskandar, applicant, to rezone property located on the west side of Depot Street, N.W., also adjacent to the south side of 401 Depot Street, N.W. (Tax Parcel 526 – ((A)) – 158; Parcel ID 070666), consisting of approximately of 0.254 acre, from R-2 Two-Family Residential to B-3 General Business. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- G. Schedule Town Council Public Hearing for August 13, 2024 for a Conditional Use Permit request by JTCI Electric LLC, property owner, and Joseph Iskandar, applicant, to allow one (1) residential dwelling unit (apartment) on the second floor of the proposed “General Office” in the B-3 General Business District on property located on the west side of Depot Street, N.W., also adjacent to the south side of 401 Depot Street, N.W. (Tax Parcel 526 – ((A)) – 158; Parcel ID 070666), consisting of approximately of 0.254 acre. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Engineering Director Mike Kelley to introduce new Assistant Engineering Director Meredith Jones and to provide Engineering Department update
- B. Public Works Director Jim Lancianese to present on the Lead and Copper Rule

- C. Crisis Intervention Team Coordinator Patrick Halpern and Co-Response Coordinator/Law Enforcement Liaison Joseph Thacker of New River Valley Community Services to present on the Marcus Alert System and planned Behavioral Health Response Team

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Resolution Approving of the Town's Participation in the Proposed Settlement Participation of Opioid-related Claims Against Kroger and its related Corporate Entities, and Directing the Town Manager to Execute the Documents Necessary to Effectuate the Town's Participation in the Settlement
- B. Discussion of Animated Signs as defined in Sec. 42-701. Definitions and prohibited in Sec. 42-705. Prohibited signs (b)(1) of Article XXIV. Signs of Chapter 42 "Zoning" of the Christiansburg Town Code

IX. STAFF REPORTS

- A. Town Manager
- B. Town Attorney
- C. Other Staff

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

- July 9, 2024, 7:00 p.m. – Regular Meeting
- July 17, 2024, 6:30 p.m. – Regular Work Session
- July 23, 2024, 7:00 p.m. – Regular Meeting



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:
Public Hearing

MEETING DATE:
June 25, 2024

ITEM TITLE:

Amendment to Sec. 40-2. Definitions. and Sec. 40-3. Administrator. of Article I. In General of Chapter 40 "Subdivisions" of the Christiansburg Town Code to provide for consistency with the Code of Virginia and additional administrative and planning commission reviews

DESCRIPTION:

The subdivision ordinance governs subdivisions and reviews the approval process to adjust or vacate lot lines, dedicate access to utility and storm water drainage through easements, dedicating public streets and other rights-of-way, as well as subdividing one parcel into two parcels or more.

The proposed code amendment aims to align the definitions of "plat" and "preliminary plat subdivision" with the Code of Virginia and provide for a more streamlined review process. Please see the attachment for the Planning Commission memo and draft ordinance for greater details.

POTENTIAL ACTION:
Hold public hearing

DEPARTMENT:
Administration

PRESENTER:
Assistant Town Manager Andrew Warren

ITEM HISTORY:
On March 28, 2023, the Street Committee recommended to Council to refer possible changes to the Subdivision Ordinance to the Planning Commission for further study. The Street Committee had reviewed and discussed with staff potential changes to better streamline the subdivision review process. Council unanimously voted to refer the subject to the Planning Commission asking them to provide a recommended ordinance changes back to the Street Committee. Due to staff turnover at the Planning Director position, the Planning Commission was not in a position to review the ordinance until this spring. Planning Commission recommended the draft ordinance for approval at its June 3, 2024 meeting.

ATTACHMENT

Planning Commission Memo and Draft Ordinance
<https://christiansburg.box.com/s/lhoqao4mbedeqfhayp3wfr1gdkhjnndg>

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
JUNE 11, 2024 – 7:00 P.M.

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON JUNE 11, 2024, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Tanya Hockett; Samuel M. Bishop; Kim Bowman; Johana Hicks; Casey Jenkins; Tim Wilson

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Clerk of Council/Executive Assistant Tracy Heinline; Director of Finance Valerie Tweedie; Director of Aquatics Terry Caldwell; Engineering Director Mike Kelley; Director of Public Works Jim Lancianese; Assistant Director of Public Works, Streets Travis Moles; Director of Parks and Recreation Brad Epperley; Police Chief Chris Ramsey; Deputy Director of Finance Katie Miano

REGULAR MEETING

I. CALL TO ORDER

A. Moment of Reflection

Mayor Barber asked for everyone to keep the family of Firefighter Jeremy Compton in their thoughts.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Councilwoman Hockett.

II. ADJUSTMENT OF THE AGENDA

Councilwoman Hicks made a motion to separate item E. from the consent agenda, seconded by Councilwoman Bowman. Council voted as follows: Bishop – Nay; Bowman – Aye; Hicks – Aye; Hockett – Nay; Jenkins – Aye; Wilson – Nay. Due to a divided voted of Council, Mayor Barber voted against the motion to separate item E. from the consent agenda.

Motion Denied

III. PUBLIC HEARINGS

No public hearings.

IV. CONSENT AGENDA

- A. Approval of Minutes of May 28, 2024
- B. Contract renewal #2 with AECOM Technical Services, Inc., for Annual Bridge Inspections and Engineering Services in an amount not to exceed \$150,000 per task order, and with work completed per contract year not to exceed \$500,000
- C. Contract renewal #2 with SCS Engineers, Inc., for Professional Engineering Service, Post Closure Landfill Engineering and Monitoring in an amount not to exceed \$150,000 per task order, and with work completed per contract year not to exceed \$500,000
- D. Resolution in Support of FY27 VDOT State of Good Repair Bridge Program Funding Application
- E. Schedule Public Hearing for June 25, 2024 for consideration of an amendment to the Christiansburg Town Code, Chapter 40, Section 40-2 Definitions and Section 40-3 – Administrator, to allow for consistency with the State Code and additional administrative and planning commission reviews

Councilwoman Hicks stated she would vote nay due to item E. not being separated from the consent agenda.

Councilman Wilson made a motion to approve the consent agenda as presented, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Nay; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

- A. Aquatics Director Terry Caldwell to present on Aquatics programs and operations.

Ms. Caldwell addressed Council and expressed that the Christiansburg Aquatic Center (CAC) first opened in 2010 and this July would be their 14-year anniversary. Ms. Caldwell noted the CAC employs 12 full-time staff and 92 part-time. She added that all her staff are up to date on their CPR/First Aid certifications as well as their all-staff-service training which includes customer service, sexual harassment, emergency evacuations, and more.

Ms. Caldwell added that the CAC memberships are up, and the daily visits have risen since last year as well. She spoke about the partnership with the City of Radford and noted that visits were currently at 2,254 this year. She included information concerning special events at the CAC and played a short video of the Summer Beach Bash event provided by the Public Relations department. Ms. Caldwell added that Fin's Swim Team is offered in the fall and winter at the Aquatic Center and is designed to be a fun way for children to transition into competitive swimming. She also added that Fin's Summer

Camp was a camp with available swim lessons, arts and crafts, weekly themes, and more. Ms. Caldwell spoke about the CAC's fitness classes, swim lessons and hosting birthday parties. She stated that in FY 22-23 the CAC hosted 43 meets that included 57,573 spectators at those meets.

Ms. Caldwell thanked Council for the support of the upcoming H₂Okie building and talked about upcoming events at the Aquatic Center.

Councilwoman Hicks asked if there were specific grants the Town could look into to help with swim programs. Ms. Caldwell explained that grants are reviewed but most do not apply to the Aquatic Center.

Mayor Barber announced the Town's Parks and Recreation Department had received an award recently and asked Brad Epperley, Parks and Recreation Director to speak about the award.

Mr. Epperley explained The Arc of the New River Valley was a non-profit organization that promotes and protects the human rights of people with intellectual and developmental disabilities and their families. Mr. Epperley noted that he felt this was a Town-wide award though partially due to the Town's dedication to the disabled areas at the new park.

Councilwoman Hicks expressed gratitude for the inclusive playground at the Christiansburg Huckleberry Park as well as staff's efforts.

VI. CITIZEN COMMENTS

Christine Waltz, 1370 Rigby Street, addressed Council concerning inflatables placed at businesses. Ms. Waltz stated that inflatables were considered signs and did not understand why citizens could place inflatables on their property, but businesses could not. She expressed she would like to see businesses have the same opportunities as citizens.

Joanne Price, lives in Blacksburg, Virginia and owns a business in Christiansburg, expressed concern that Council would no longer have the ability to approve lot line adjustments and not have public hearings. Mrs. Price expressed that Council's job was to hold Town employees accountable.

Matt Hicks, 607 ½ S. Franklin Street, agreed with Mrs. Price and expressed that he is also concerned with closures of any streets in downtown where he owns 3 businesses. Mr. Hicks stated that he has met with Town administration and engineering to solve the issue of closing streets. He added that this would decrease the value of properties nearby. Mr. Hicks asked that the Town communicate with business owners concerning street closures.

Michael Bishop, 105 Forest Street, addressed Council concerning a Town ordinance that does not allow ducks in residential areas. Mr. Bishop explained that his neighbor has ducks in his backyard and does not understand why there is an ordinance against it.

Mr. Wingfield explained that the keeping of foul is not allowed in residential areas due to noise and sanitation.

VII. COMMITTEE REPORTS

A. Street Committee Report/Recommendation (Bishop, Hockett)

1. Plat of subdivision of Campbell Town Green on the Depot Street, N.E. and Harless Street, N.E. creating 10 townhome lots and 2 open space lots

Councilman Bishop explained that in January 2022 Town Council approved a request for townhomes at this location, but the owner did not follow through. Mr. Bishop added that the property was now under new ownership and the request is before Council again. Mayor Barber questioned if any ordinances had changed since the first Council approval. Assistant Town Manager Andrew Warren explained there had been no changes that would impact this subdivision.

Councilman Bishop made a motion to approve the recommendation by the Street Committee to create 10 townhome lots and 2 open space lots at the subdivision of Campbell Town Green, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

A. Set Personal Property Tax Rate for Fiscal year 2024-25

Councilman Wilson made a motion to approve the Personal Property Tax Rate for FY 2024-25, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

B. Set Real Property Tax Rate for Fiscal Year 2024-25

Councilman Wilson made a motion to approve the Real Property Tax Rate for FY 2024-25, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

C. Resolution for Adoption of Fiscal Year 2024-25 Budget

Councilman Wilson made a motion to approve the Resolution for Adoption of FY 2024-25 Budget, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

D. Resolution for Appropriations for Fiscal Year 2024-25 Budget

Mayor Barber thanked Mrs. Tweedie and other Town staff for their hard work relating to the budget.

Councilwoman Hockett made a motion to approve the Resolution for Appropriations for FY 2024-25 Budget, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

E. Downtown Special Events Communications Procedure

Town Manager Wingfield explained that staff had prepared a communications procedure to formalize what the Town does as far as notifying businesses of downtown events. Mr. Wingfield explained he wanted to bring this to Council for their input.

Councilwoman Hicks stated she owned three businesses that may be affected by downtown events and expressed the possibility of conflict of interest. Mrs. Hicks expressed that she had found out about a previous event online and did not receive further information until she had asked the Town and added that two weeks was not enough time for her business to plan before the event. Mr. Warren noted that Town staff had adjusted the location for the event that she had mentioned. Mr. Wingfield explained that moving forward, all Town sponsored events would be communicated to downtown businesses in order to prepare. Councilman Wilson expressed that according to the procedure there would be multiple times businesses would be notified before an event. Mr. Epperley explained that the Town's Public Relations department has handled communication for downtown events through social media as well as the Town's website. Mr. Wingfield referenced the updated procedures for events and noted the Small Business Solutions Manager would have a list of events from the Special Events Coordinator and the list would be delivered to downtown businesses moving forward. Mr. Epperley added there were scheduled events the Town can advertise such as Rockin' Main, downtown parades, etc. but there were also events that come up quickly or events that are moved to different dates due to weather or other unforeseen issues. Mr. Epperley noted that Town events were also advertised on the Parks and Recreation brochure.

Councilman Wilson recognized the great effort staff provided and stated he would like to move forward with approval.

Councilman Jenkins noted that he is employed by the Montgomery Museum of Arts and History which is one of three or more organizations located in Downtown and clarified that he did not have issues with the procedure moving forward.

Councilman Wilson made a motion to approve the Downtown Special Events Communications Procedure, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

IX. STAFF REPORTS

- A. Town Manager Wingfield clarified that the Town does not require public hearings for subdivisions and that would not change. He noted the Town would still have public hearings for rezonings and conditional use permits according to state law. Mr. Wingfield announced the Town Council retreat would be held this Thursday at 2:00 p.m. He added that Town Hall would be closed on Wednesday next week for the Juneteenth holiday.
- B. Town Attorney - no report.
- C. Other Staff

Finance Director Valerie Tweedie expressed to Council that the Town's new software had a specific section that would allow notifications to be sent to specific sections of the Town. Mrs. Tweedie added that not only residents of Christiansburg but also business owners could be notified of events, emergencies, etc. She added that this could help with contacting business owners downtown of upcoming events. Mrs. Tweedie noted she could work with Public Relations to get the word out to the community.

X. COUNCIL REPORTS

Mayor Barber reported the Christiansburg High School softball team won the Region 3 State Championship. He added that the team was recognized at the most recent Rockin' Main event. Mayor Barber also reported the passenger rail could possibly be coming to the Cambria area. He explained there was a review period until September 2024 and during that time Norfolk Southern Railway would survey the site in Cambria.

Councilwoman Hicks reported there would be a New River Valley Agency on Aging Board meeting on June 25th at 1:00 p.m. Mrs. Hicks reminded everyone that the public was welcome at the Board meetings.

Councilwoman Bowman reported that the Agency on Aging would have a fundraiser on June 15th at the Nesselrod on the New and tickets were \$50.

XI. OTHER BUSINESS

Councilwoman Hicks expressed that as a landlord she had dealt with tenants mistreating ducks they owned. Mrs. Hicks added that this can be a nuisance for landlords. Mayor Barber noted that a permit is required to raise chickens in residential areas within the Town limits.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:08 p.m.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
WORK SESSION MEETING MINUTES
JUNE 13, 2024 – 2:00 P.M.

A WORK SESSION OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON JUNE 13, 2024, AT 2:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Tanya Hockett; Samuel M. Bishop; Kim Bowman; Johana Hicks; Casey Jenkins; Tim Wilson

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Engineering Director Mike Kelley

WORK SESSION

I. CALL TO ORDER

Mayor Barber called the meeting to order.

II. ICE BREAKER

New River Valley Regional Commission Executive Director Kevin Byrd served as facilitator and began the work session with an exercise in which he asked the elected officials to write the name of their favorite place in Christiansburg and their favorite place outside of Christiansburg. Responses were written on note cards and placed on the wall for discussion as to what makes the places special.

III. DECISION MAKING STYLES

Mr. Byrd placed four decision making styles – Acting (Likes to jump right in); Speculators (Likes to look at big picture and possibilities before acting); Attention to Detail (wants to know the who, what, when and why before acting) and Caring (wants to know all feeling have been taken into account and voices heard before acting) – on the wall and asked the elected officials and staff to go to the one that they closest identify with. Discussion followed as to which groups work together best and the strength, benefits, opportunities, and challenges of dealing with the diverse decision-making styles.

IV. TOP 3-5 ITEMS THE TOWN NEEDS TO DO TO ADVANCE CHRISTIANSBURG OVER THE NEXT FIVE YEARS

Mr. Byrd asked elected officials to write things that are needed to advance the Town in the near future and Mr. Byrd placed the items on the wall. Mr. Byrd then grouped the items by similarity in goal.

V. ALIGNMENT CHECK EXERCISE

Mr. Byrd worked with elected officials to group the items by eight Town goals:

- * An Active Destination for Culture, Recreation & Entertainment
- * The Destination for Retail, Commerce & Service
- * Clean and Green, Healthy and Safe
- * A Town of Well Informed and Actively Engaged Citizens
- * Partnering with Businesses and Residents
- * A Sound Financial Entity
- * Everyone's Hometown
- * Infrastructure that Makes the Town Move

VI. GOAL AREA RELAVANCY REVIEW

Mr. Byrd inquired as to whether the goal areas were still good and relevant and Council concurred that they were.

VII. CAPITAL PROJECTS DISCUSSION

A. Enterprise Fund Projects

1. Water and Sewer Projects

Engineering Director Mike Kelley provided a brief presentation on planned water and sewer projects. Mr. Wingfield stated that the enterprise funds are handled independently of the Town general fund and enterprise funds cannot be spent on other items.

2. Stormwater Projects

Engineering Director Mike Kelley provided a brief presentation on planned stormwater projects.

B. Transportation Projects

Engineering Director Mike Kelley gave a brief presentation on planned transportation projects. Mr. Wingfield stated that the Town receives a lot of grant funding for transportation projects, but matches are typically required. Mr. Wingfield stated that Engineering is probably about at their limits in the number of projects they are currently handling.

C. Facility Projects

1. Fire/Rescue Station

Mr. Wingfield stated that there has been a desire for additional emergency response in the high growth areas of Town along the Peppers Ferry Road corridor and a desire to lower insurance rates in the area at the top of Christiansburg Mountain. He said costs could vary greatly depending on whether land purchase was needed and what was included in the construction.

Staffing was mentioned and Mr. Wingfield stated that he thought discussion of County funding for Town fire and rescue salaries could be beneficial. The project had obvious support from Council but location(s) and coordination with the County should be part of the planning and development. Town Council directed Mr. Wingfield to engage County Administrator Angie Hill regarding staffing and coordination.

2. Public Works Complex

Mr. Wingfield stated that the current Public Works location has growth limitations, is partially in the 100-Year Floodplain, and it is difficult to exit onto N. Franklin Street with equipment. Mr. Wingfield played a brief video of flooding at the complex when Crab Creek was surging. Mr. Wingfield stated that 15-20 acres is desired, and that Council had previously discussed some potential locations. Town Council instructed Mr. Wingfield to place a Closed Meeting on a future Council agenda for discussion of potential properties.

3. Recreation Services

- i) Trends and Opportunities
- ii) Christiansburg Aquatic Center Overflow Parking
- iii) Christiansburg Huckleberry Park Overflow Parking

Mr. Wingfield discussed need for the overflow parking at the Aquatic Center and detailed the vast difference in parking costs at the Christiansburg Huckleberry Park depending on which area is built. Mr. Wingfield also talked about desire for extra parking at the Recreation Center and the desire for some extra building space for pickleball courts and family restrooms.

Councilman Wilson stated that he thought that this parking areas were essential to maximizing our investments in recreation and should be top priority and Council concurred. Mr. Wingfield asked for direction on which parking area to pursue at Christiansburg Huckleberry Park and Councilwoman Hockett stated the rear area that had been planned for parking and Council concurred.

Town Council seemed in agreement that the Recreation Center facility and parking was a lower priority than the other recreational parking areas.

D. Land on Mill Lane (approximately 7 acres)

Mr. Wingfield stated that the property on Mill Lane had originally been purchased for the potential passenger rail station site and that there is a trail planned to go through the property from the Aquatic Center to Mill Land and downtown Cambria. Mr. Wingfield stated there is a small amount of Floodplain and that the property has steep slopes. Mr. Wingfield stated there are no other planned uses and asked Council for input. A mountain bike course had been mentioned in the past by staff and Council seemed to like this alternative as a longer-term project.

E. Council Chambers

Mr. Wingfield stated that staff had concerns with direct public access to Town Council. Council had previously considered a raised dais and a courtroom divider wall could also be installed. Town Council discussed options included a color change in the carpet and adding signage as lower costs measures but did not want to pursue more expensive options.

F. Other Potential Projects

Downtown Parking Area

Mr. Wingfield stated that there is money budgeted to take down the drive-thru and for major patching of this area. Mr. Wingfield stated that Police Chief Ramsey has a desire for a fenced area for the Police Department and to slightly reconfigure the aisles and islands, and this would likely be a future capital project.

Councilwoman suggested the Farmers Market for this location. Discussion followed as to whether downtown or the Recreation Center location would be the best location for the Farmers Market. Council direction was to only take the building down for now.

The elected officials were asked if there were any other potential projects for discussion and there were none, though there was a desire to discuss emergency responder staffing going forward.

VIII. PROJECT CONSENSUS

Mr. Byrd stated that he thought the direction seemed clear enough from the discussion that Town staff could come up with enough direction. Mayor Barber and Town Council concurred.

IX. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 5:44 p.m.

TOWN OF CHRISTIANSBURG
TO BE PAID BILL LIST 6-28-2024

Vendor	Description	Amount	Department
4IMPRINT INC	Office Supplies - Managerial Notebooks/Journal	\$1,504.09	Streets Operations
A MORTON THOMAS AND ASSOCIATES INC CEI Term Services, RFP 2350000		\$998.84	Treatment Plant Operations
A MORTON THOMAS AND ASSOCIATES INC CEI Term Services, RFP 2350000		\$10,988.65	SilverLake Interceptor
ADAMS CONSTRUCTION CO.	7.79 TONS SM-9.5D BMD/9.5 AL W/RAP	\$717.96	Streets Operations
ADAMS CONSTRUCTION CO.	42.44 TONS SM-9.5A BMD / SM-9.5 AL W/RAP	\$3,898.91	Streets Operations
ADAMS CONSTRUCTION CO.	35.10 SM-9.5 AL W/RAP	\$3,211.68	Streets Operations
ADAMS CONSTRUCTION CO.	22.90 TONS SM-9.5 AL W/RAP	\$2,095.37	Streets Operations
AECOM TECHNICAL SERVICES INC	Bridge Inspections	\$1,660.00	Streets Operations
AIRECO SUPPLY INC	AQUATIC CENTER MATERIALS/SUPPLIES	\$733.33	Aquatics Maintenance
ALGONQUIN PRODUCTS COMPANY	FORMULA 142 ASPHALT RELEASE - PW	\$875.00	Streets Operations
ALVIS-LAING ELECTRIC COMPANY	REC DEPT REWIRING LIGHTING	\$2,940.00	Parks & Recreation Admin
ALVIS-LAING ELECTRIC COMPANY	PUMP STATION SERVICE CALLS/MAINTENANCE	\$1,456.25	Waste Water Collection Ops
AMAZON CAPITAL SERVICES INC	Blue Marble Check Stock	\$326.85	Finance
ATLANTIC EMERGENCY SOLUTIONS INC	REPAIRS 1993 PIERCE - FIRE DEPT	\$3,133.61	Fire
ATLANTIC EMERGENCY SOLUTIONS INC	REPAIRS 2021 PIERCE - FIRE DEPT	\$6,466.04	Fire
AXON ENTERPRISE INC	PD FLEET CRADLEPOINT BUNDLE	\$1,713.00	Police
BANE OIL COMPANY INC	410.2 GALLONS OFF ROAD DIESEL	\$1,452.11	PW OFF ROAD DIESEL
BKT UNIFORMS	PD UNIFORM SUPPLIES	\$340.92	Police
BLUE RIDGE ANALYTICAL LLC	WWTP LAB TESTING	\$705.00	Treatment Plant Operations
CAMBRIA 24073 LLC	2018 NISSAN ROGUE INSPECTION/OIL CHANGE	\$82.45	Building
CAPITAL LIGHTING & SUPPLY LLC	FUSES - PW	\$225.55	Street Lights
CAPITAL LIGHTING & SUPPLY LLC	PARK ELECTRIC SUPPLIES	\$3.90	Huckleberry Park
CAPITAL LIGHTING & SUPPLY LLC	FACEPLATES - CEMETERY	\$19.68	Cemetery
CARTER MACHINERY	Transfer switch - TOWN HALL	\$15,209.63	Fac Maint Town hall
CENTURY ENGINEERING INC	RFP for Stafford Drive Signal	\$446.13	Stafford Drive Signal
CHA CONSULTING INC	WWTP IN PLANT OP ASSISTANCE	\$8,572.72	Treatment Plant Operations
CHARLES BISHOP LEE	HVAC INSTALL NEW CEMETERY BUILDING	\$8,980.00	Cemetery
CHILDRESS FENCING LLC	Fencing at Kays Drive Entrance & CHPP ENTRAN	\$22,776.73	Truman Wilson Park
CINTAS CORPORATION NO. 2	UNIFORMS - FIRE DEPT	\$36.74	Fire
CINTAS CORPORATION NO. 2	UNIFORMS - PW	\$1,081.17	Streets Operations
CINTAS CORPORATION NO. 2	UNIFORMS - CEMETERY	\$47.90	Cemetery

TOWN OF CHRISTIANSBURG
TO BE PAID BILL LIST 6-28-2024

Vendor	Description	Amount	Department
CINTAS CORPORATION NO. 2	UNIFORMS - WATER OPS	\$201.98	Water Operations
CINTAS CORPORATION NO. 2	UNIFORMS - SEWER OPS	\$386.24	Waste Water Collection Ops
CINTAS CORPORATION NO. 2	UNIFORMS - STORMWATER	\$150.26	Storm Drain Operations
CLATTERBUCK PAVEMENT MARKINGS INC	Pavement Marking, Alleghany St	\$2,200.00	Streets Operations
COLE TRUCK PARTS INC	PW - PARTS/SUPPLIES	\$738.51	Streets Operations
COLE TRUCK PARTS INC	SHORT TURBO/ACTUATOR - WATER OPS	\$5,834.81	Water Operations
CONTINENTAL BATTERIES	ALTERNATOR - PW	\$165.00	Streets Operations
DAVIS-FROST	FOAM COMPOUND PAD - FIRE DEPT	\$180.32	Fire
DELL MARKETING L.P.	LAP TOP AND ACESSORIES	\$3,784.99	Information Technology
DOMINION DOOR & HARDWARE INC	SERVICE CALL - CVR EXIT DEVICE - AQUATICS	\$95.00	Aquatics Maintenance
DUKE'S ROOT CONTROL INC	Sewer Main Root Treatment	\$29,743.80	Waste Water Collection Ops
DUNCAN FORD MAZDA	TIRE CHANGE - PD 215	\$65.00	Police
DUNCAN FORD MAZDA	RESERVIOR/SENSOR - PW-362	\$429.26	Streets Operations
DUNCAN FORD MAZDA	HEX BOLTS - ENG	\$449.76	Planning
DUNCAN FORD MAZDA	PW VEH PARTS	\$340.14	Water Operations
DYNAMIC DATA SYSTEMS LLC	Dynamic Data - SQL Cleanup/Maintenance	\$945.00	Information Technology
E. C. PACE COMPANY INC	Silver Lake Sewer Interceptor,	\$682,895.91	SilverLake Interceptor
ELECTRICAL SUPPLY CO	LED BULBS - PD	\$193.75	Police
ELECTRICAL SUPPLY CO	DOWNTOWN PARK RESTROOM PROJECT	\$27.10	Streets Operations
ELECTRICAL SUPPLY CO	STREET LIGHTS MATERIALS	\$690.40	Street Lights
ELECTRICAL SUPPLY CO	PARK BATHROOM SUPPLIES	\$105.47	Facility Maintenance
ELECTRICAL SUPPLY CO	CEMETERY ELECTRICAL SUPPLIES/MATERIALS	\$44.29	Cemetery
FERGUSON ENTERPRISES INC #75	STOCK MATERIALS - PW	\$103.77	Streets Operations
FERGUSON ENTERPRISES INC #75	BLDG & GRND SUPPLIES	\$124.43	Facility Maintenance
FERGUSON ENTERPRISES INC #75	STOCK WATER SUPPLIES	\$4,003.76	Water Operations
FERGUSON ENTERPRISES INC #75	SEWER OPS MATERIALS/SUPPLIES	\$2,303.40	Waste Water Collection Ops
FERGUSON ENTERPRISES INC #75	STORM GRATES - STORMWATER SUPPLIES	\$915.65	Storm Drain Operations
FIDELITY POWER SYSTEMS	PARTS FOR ATS BOARD - WATER OPS	\$230.10	Water Operations
FIRE & SAFETY EQUIPMENT CO INC	FIRE DEPT EQUIPMENT/MATERIALS	\$2,025.00	Fire
FIRE RESCUE AND TACTICAL INC	RESCUE UNIFORM SUPPLIES	\$703.35	County Rescue Operating
FISHER AUTO PARTS INC	IGNITION SPARK TESTER - FLEET MAINT	\$18.47	Fleet Maintenance

TOWN OF CHRISTIANSBURG
TO BE PAID BILL LIST 6-28-2024

Vendor	Description	Amount	Department
FISHER AUTO PARTS INC	SUSPENSION CONTROL ARM/BALL JOINT - ENG	\$314.50	Planning
FISHER AUTO PARTS INC	DRIVE BELTS - PW-402	\$38.65	Water Operations
FISHER AUTO PARTS INC	OIL FILTERS - SEWER OPS	\$75.73	Waste Water Collection Ops
FISHER SCIENTIFIC CO.	Cat #NC1808390 Antifoam C Emulsion For lab	\$155.81	Treatment Plant Operations
FLEET PRIDE INC	FILTERS/ELEMENTS - PW MULTI	\$1,333.30	Streets Operations
FLEET PRIDE INC	FILTERS/ELEMENTS - PW MULTI	\$121.78	Facility Maintenance
FLEET PRIDE INC	FILTERS/ELEMENTS - PW MULTI	\$4.52	Engineering
FLEET PRIDE INC	FILTERS/ELEMENTS - PW MULTI	\$70.88	Waste Water Collection Ops
FOREMOST PROMOTIONS	PD PROMOTIONAL ITEMS	\$2,266.57	Police
GALLS PARENT HOLDINGS LLC	PD UNIFORM SUPPLIES	\$3,085.05	Police
GRAINGER	HARD HAT - PW	\$12.35	Streets Operations
GRAINGER	Pruning Saw and Soil Probe	\$23.72	Engineering
HAJOCÀ CORPORATION	COUPLINGS - PW	\$208.55	Streets Operations
HAZEN AND SAWYER	Hazen proposes to develop a plan for service line	\$1,701.00	Water Operations
HD SUPPLY INC	Copper Test strips, Graduated Cylinder	\$101.90	Treatment Plant Operations
HIGHWAY MOTORS INC.	GASKET/CLAMP - PW-274	\$159.80	Streets Operations
HITEK EQUIPMENT INC	Control box for asphalt paver	\$3,153.88	Streets Operations
HOSE HOUSE INC.	PW-345 PARTS/SUPPLIES	\$496.55	Streets Operations
HOSE HOUSE INC.	SEWER JETTER PARTS	\$18.12	Waste Water Collection Ops
HOSE HOUSE INC.	PW-267 PARTS/SUPPLIES	\$54.60	Storm Drain Operations
IES COMMERCIAL INC	Christiansburg Huckleberry Park Video Surveillance	\$2,157.03	Information Technology
IES COMMERCIAL INC	Christiansburg Huckleberry Park Video Surveillance	\$60,424.46	Huckleberry Park
IES COMMERCIAL INC	IES - Huckleberry Park Entrance Gate Access	\$6,809.46	Truman Wilson Park
INFRASTRUCTURE SOLUTIONS GROUP INC	PW-345 FLEX PIPE/GASKET	\$1,007.56	Streets Operations
INFRASTRUCTURE SOLUTIONS GROUP INC	SEWER HOSE - SEWER OPS	\$3,286.38	Waste Water Collection Ops
KING-MOORE INC	23.5 HOURS IT SUPPORT	\$2,585.00	Information Technology
KINGS TIRE SERVICE INC	TIRES - PW	\$1,880.00	Streets Operations
KINGS TIRE SERVICE INC	TIRES - WATER OPS	\$1,464.90	Water Operations
KORMAN SIGNS INC.	SIGN SHOP MATERIALS	\$387.34	Streets Operations
LANDSCAPE SUPPLY INC.	CHP Parking Lot Woven Matting	\$3,569.99	Huckleberry Park
LANE-ENTERPRISES INC	STORMWATER MATERIALS/SUPPLIES	\$2,759.35	Storm Drain Operations

TOWN OF CHRISTIANSBURG
TO BE PAID BILL LIST 6-28-2024

Vendor	Description	Amount	Department
MCDONOUGH BOLYARD PECK INC	HUCKLEBERRY PARK	\$1,200.00	Truman Wilson Park
MOORE'S BODY & MECHANICAL SHOP INC	PD CAR 202 - REPAIRS	\$353.00	Police
MOORE'S ELECTRICAL & MECHANICAL CON	Replacement Coils	\$33,458.11	Aquatics Operations
NATIONAL POOLS OF ROANOKE INC.	CHALLENGER IMPELLER - AQUATICS	\$106.20	Aquatics Maintenance
NETWRIX CORPORATION	NETRIX AUTO RENEWAL	\$1,887.15	Information Technology
NORTHERN TOOL & EQUIPMENT COMPAN	Electric Chain	\$4,207.29	Streets Operations
NORTHWEST HARDWARE CO INC	MATERIALS/SUPPLIES - RESCUE	\$121.60	Rescue
NORTHWEST HARDWARE CO INC	PW MATERIALS/SUPPLIES	\$50.51	Streets Operations
NORTHWEST HARDWARE CO INC	BLDG & GRND MATERIALS	\$11.69	Facility Maintenance
NORTHWEST HARDWARE CO INC	BLDG & GRNDS SUPPLIES	\$16.35	Fac Maint Town hall
NORTHWEST HARDWARE CO INC	PLUG - WWTP	\$2.69	Aquatics Maintenance
NORTHWEST HARDWARE CO INC	CLEANING SUPPLIES - CEMETERY	\$69.42	Cemetery
PB ELECTRONICS	CERTIFY LASER - PD	\$605.00	Police
PEACHY KLEEN JANITORIAL LLC	Cleaning at Huckleberry Park	\$80.00	Parks & Recreation Admin
PEACHY KLEEN JANITORIAL LLC	May and June 2024 Custodial	\$4,600.00	Aquatics Operations
POWER ZONE	SHOP MATERIALS - PW	\$2,073.65	Streets Operations
POWER ZONE	BATTERY - REC DEPT	\$94.99	Parks & Recreation Admin
POWER ZONE	WEEDEATER PARTS - CHP	\$222.23	Huckleberry Park
PROFESSIONAL COMMUNICATIONS	ION BATTERY - RESCUE	\$591.50	Rescue
QUALITY TIRE & BRAKE SERVICE	OIL CHANGE SERVICES - PD	\$1,054.00	Police
QUALITY TIRE & BRAKE SERVICE	MOUNT & BALANCE - RESCUE TAHOE	\$185.00	Rescue
QUALITY TIRE & BRAKE SERVICE	TIRES - REC DEPT	\$1,221.00	Parks & Recreation Admin
QUALITY TIRE & BRAKE SERVICE	TIRE ALIGNMENT - ENG VEH	\$89.00	Planning
QUALITY TIRE & BRAKE SERVICE	TIRE PLUG/PATCH REPAIR - WATER OP	\$30.00	Water Operations
RIDDELL/ALL AMERICAN SPORTS CORP.	FOOTBALL HELMET RECONDITIONING	\$6,949.95	Parks & Recreation Admin
RINKER DESIGN ASSOCIATES PC	ROANOKE/DEPOT SIDEWALK - ROANOKE ST CRC	\$8,658.62	ROANOKE-DEPOT PED IMPROVEMENTS
RINKER DESIGN ASSOCIATES PC	ROANOKE/DEPOT SIDEWALK - ROANOKE ST CRC	\$14,528.37	ROANOKE-DEPOT CROSSING SW
RINKER DESIGN ASSOCIATES PC	N FRANKLIN DEPOT INTERSECTION	\$15,491.96	NFRANKLIN-DP-COLL INTERSECTION
ROBERT G SLATE	SERVICE CALL - WWTP FLOWMETER/WEATHER I	\$1,968.75	Treatment Plant Operations
RUMMEL KLEPPER & KAHL LLP	East Main Street Sidewalk Design	\$19,932.03	Community Dev Block Grant
RUMMEL KLEPPER & KAHL LLP	E MAIN ST SIDEWALK ROW SERVICES	\$9,094.47	Community Dev Block Grant

TOWN OF CHRISTIANSBURG
TO BE PAID BILL LIST 6-28-2024

Vendor	Description	Amount	Department
RUMMEL KLEPPER & KAHL LLP	PRIMARY PAVING PEPPERS FERRY	\$251.40	Annual Paving
RUMMEL KLEPPER & KAHL LLP	N Franklin Sidewalk Infill	\$20,347.78	NFRANKLIN SIDEWALK FILL
SALEM STONE CORPORATION	115.33 TON STONE	\$2,018.31	Streets Noneligible
SANDS ANDERSON	MAY 2024 - GENERAL SERVICES AND COMPLAIN	\$33,007.24	Town Manager
SANICO - SOLUTIONS SYSTEMS INC	JANITORIAL SUPPLIES - POLICE DEPT	\$914.46	Police
SANICO - SOLUTIONS SYSTEMS INC	JANITORIAL SUPPLIES - STATION B	\$381.77	Facility Maintenance
SANICO - SOLUTIONS SYSTEMS INC	JANITORIAL SUPPLIES - TOWN HALL	\$382.30	Fac Maint Town hall
SANICO - SOLUTIONS SYSTEMS INC	JANITORIAL SUPPLIES - REC DEPT	\$4,845.12	Parks & Recreation Admin
SANICO - SOLUTIONS SYSTEMS INC	JANITORIAL SUPPLIES - AQUATICS	\$4,505.63	Aquatics Operations
SANICO - SOLUTIONS SYSTEMS INC	JANITORIAL SUPPLIES - CEMETERY	\$212.34	Cemetery
SANICO - SOLUTIONS SYSTEMS INC	JANITORIAL SUPPLIES - WWTP	\$223.29	Treatment Plant Operations
SHELOR MOTOR MILE	REPAIRS - PD CARS	\$594.86	Police
SHELOR MOTOR MILE	REPAIRS - 2019 CHEVY TAHOE - FIRE DEPT	\$1,079.17	Fire
SHELOR MOTOR MILE	2001 FORD EXCURION - RESCUE AND TAHOE	\$1,125.32	County Rescue Operating
SISSON & RYAN LLC	44.39 TONS STONE	\$854.41	Storm Drain Operations
SKYLINE DOOR & HARDWARE INC	REC DEPT RE-KEY	\$677.65	Parks&Recreation Mat&Prog&SpEv
SOUTHERN AIR INC	CONTRACT# C35857-6 PREVNT MAINT SERVICES	\$5,584.22	Police
STATE ELECTRIC SUPPLY CO. INC.	PARK BATHROOM SUPPLIES	\$29.17	Streets Operations
STATE ELECTRIC SUPPLY CO. INC.	BIBLE COLLEGE PS CONTROL PANEL	\$94.43	Waste Water Collection Ops
STERNS CONRAD AND SCHMIDT CONSULTI WADES LANE LANDFILL		\$7,003.60	Landfill
STRYKER SALES CORP.	BOLSTER MATTRESS/X-RESTRAINT PACKAGE	\$2,199.40	County Rescue Operating
SUPERIOR PAVING CORP	5.11 TONS SURFACE ASPHALT	\$470.12	Streets Operations
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES - FINANCE	\$118.09	Finance
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	TRAINING ROOM CHAIRS - PD SUPPLIES	\$5,429.93	Police
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES - REC DEPT	\$177.60	Parks&Recreation Mat&Prog&SpEv
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES - ENGINEERING	\$485.77	Engineering
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES - CEMETERY	\$2,346.59	Cemetery
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES - WWTP	\$961.28	Treatment Plant Operations
TENCARVA MACHINERY CO.	SERVICE CALL REPAIR - SLATE BRANCH AND TOV	\$2,525.80	Waste Water Collection Ops
TENCARVA MACHINERY CO.	Gorman Rupp Parts	\$1,224.90	Waste Water Collection Ops
TENCARVA MACHINERY CO.	8" rotating assembly	\$7,751.60	Waste Water Collection Ops

TOWN OF CHRISTIANSBURG
TO BE PAID BILL LIST 6-28-2024

Vendor	Description	Amount	Department
TYLER TECHNOLOGIES INC	PHASE 3B-HCM EPL AND UTILITY BILLING	\$13,460.00	Finance
UNITED INDUSTRIAL SERVICES INC	SHAFT FOR PRIMARY CLARIFIER	\$4,687.75	Treatment Plant Operations
UNITED INDUSTRIAL SERVICES INC	Aeration mixer	\$11,118.75	Treatment Plant Operations
UNITED RENTALS INC.	EXCAVATION TRAINING - PW	\$3,610.00	Streets Administration
UNITED RENTALS INC.	Dump Truck 2018 Ford F550	\$48,550.00	Parks&Recreation Mat&Prog&SpEv
UNITED RENTALS INC.	Ford Truck 1/2 Ton - REC DEPT	\$29,999.00	Truman Wilson Park
VALICOR ENVIRONMENTAL SERVICES LLC	FLEET MAINTENANCE	\$3,393.36	Fleet Maintenance
VIRGINIA UTILITY PROTECTION SERVICE INC	363 TRANSMISSIONS - WATER OPS	\$417.45	Water Operations
VSC FIRE & SECURITY INC	ANNUAL ALARM INSPECTION - RESCUE	\$1,000.00	Rescue
WATER WORKS METROLOGY LLC	2" SG XPRO 18" NICOR	\$2,461.20	Water Operations
WATER WORKS METROLOGY LLC	4" Water Meter - Christiansburg High School	\$110.00	Water Operations
WHITMAN REQUARDT & ASSOC LLP	RFP for Cambria Trail Phase I	\$30,680.43	Cambria Trail
WILSON BROTHERS INCORPORATED	SHOP MATERIALS - PW	\$55.41	Streets Operations
WILSON BROTHERS INCORPORATED	BATTERY BRUSH - FLEET MAIN	\$10.85	Fleet Maintenance
WILSON BROTHERS INCORPORATED	TIE ROD END - REC DEPT	\$88.87	Parks & Recreation Admin
WILSON BROTHERS INCORPORATED	CONTROL ARM/BALL JOINT - PLANNING VEH	\$181.20	Planning
WILSON BROTHERS INCORPORATED	WATER OPS MATERIALS/SUPPLIES	\$9.89	Water Operations
WILSON BROTHERS INCORPORATED	WWTP SUPPLIES	\$138.18	Waste Water Collection Ops
WITMER PUBLIC SAFETY GROUP INC	FIRE DEPT UNIFORM BOOTS	\$667.53	Fire
WRANGLER HOLDCO CORP	RECYCLING SERVICES - MAY 2024	\$28,546.80	Solid Waste
ZOHO CORPORATION	Manage Eng Maint Renewal	\$727.00	Information Technology
ZORO TOOLS INC	STOCK PW SUPPLIES	\$138.58	Streets Operations
ZORO TOOLS INC	STOCK PW SUPPLIES	\$138.58	Waste Water Collection Ops
ZORO TOOLS INC	STOCK PPE SUPPLIES	\$65.08	Storm Drain Operations
Total to be Paid 6-28-2024		\$1,359,557.85	

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR MAY & JUNE 2024			
Vendor	Description	Amount	Department
ADVANCE AUTO PARTS	EXTENSION CORD REEL / WIPER BLADES FIRE DEPT AIR FILTER SUF	\$500.16	Fire
ADVANCE AUTO PARTS	PD CAR AIR FILTERS SUPPLIES	\$98.94	Police
ADVANCE AUTO PARTS	RADIO SHOP SUPPLIES BATTERIES	\$575.49	Rescue
AHLENA SPANGLER	MEALS - BASIC ACADEMY	\$180.00	Police
ALL PEST CONTROL INC	PEST CONTROL - AQUATIC	\$165.00	Aquatics Maintenance
ALL PEST CONTROL INC	PEST CONTROL - TOWN HALL	\$90.00	Fac Maint Town hall
ALL PEST CONTROL INC	PEST CONTROL - FIRE DEPT	\$160.00	Fire
ALVIS-LAING ELECTRIC COMPANY	ABB water master flow meter Parts	\$3,412.19	Treatment Plant Operations
AMAZON CAPITAL SERVICES INC	PROGRAM SUPPLIES - AQUATICS	\$1,528.44	Aquatics Operations
AMAZON CAPITAL SERVICES INC	SUPPLIES AQUATICS	\$355.56	Aquatics Operations
AMAZON CAPITAL SERVICES INC	BUTANE TORCH COMPUTER MOUSE- FIRE DEPT	\$75.93	County Fire Operating
AMAZON CAPITAL SERVICES INC	OFFICE CHAIR AND SUPPLIES	\$454.75	Engineering
AMAZON CAPITAL SERVICES INC	BATTERIES	\$126.91	Fac Maint Town hall
AMAZON CAPITAL SERVICES INC	PRESSURE WASHER GUN	\$57.58	Facility Maintenance
AMAZON CAPITAL SERVICES INC	SUPPLIES IT	\$146.53	Information Technology
AMAZON CAPITAL SERVICES INC	WIRELESS KEYBOARD/CAMERA/OFFICE SUPPLIES	\$811.94	Parks & Recreation Admin
AMAZON CAPITAL SERVICES INC	COMPUTER DESK/WHITE NOISE MACHINE	\$148.98	Planning
AMAZON CAPITAL SERVICES INC	DEHUMIDIFIER	\$152.93	Rescue
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$188.06	Storm Drain Operations
AMAZON CAPITAL SERVICES INC	SAFETY SUPPLIES	\$328.15	Streets Operations
AMAZON CAPITAL SERVICES INC	SUPPLIES AND SAFETY EQUIPMENT	\$670.55	Waste Water Collection Ops
AMELIA ELIZABETH TUCKWILLER	Board meeting	\$25.00	Aquatics Operations
AMERICAN RED CROSS-HEALTH & SAFETY SERVICES	LIFEGUARDING/FIRST AID/CPR/AED	\$758.00	Aquatics Operations
ANTHEM BLUE CROSS AND BLUE SHIELD	EFT ANTHEM 05-14-24 TO 05-27-24	\$208,791.68	Fringe Benefits
APPALACHIAN POWER COMPANY	CONSOLIDATED ACCT 021-985-619-5-9 - JUNE 2024	\$105,328.59	TOWN WIDE
ARC3 GASES	CO2 TANK RENTAL CO2	\$380.76	Aquatics Maintenance
ARC3 GASES	PROTECTIVE COVER MILLER CO2 & SUPPLIES	\$1,061.61	Treatment Plant Operations
AT&T MOBILITY	INTERNET BILLING 05-19-24 TO 06-18-24	\$212.50	Parks & Recreation Admin
ATCOM INC	MITEL SOFTWARE ASSURANCE 07-01-24 TO 06-30-25	\$11,212.00	Information Technology
ATLANTIC EMERGENCY SOLUTIONS INC	REPAIRS - 2009 PIERCE - FIRE DEPT	\$6,942.16	County Fire Operating
ATMOS ENERGY	GAS & TRANSPORTATION - APRIL 2024	\$2,671.66	Aquatics Operations
ATMOS ENERGY CORPORATION	NATURAL GAS BILLING 05-04-24 TO 06-05-24	\$1,373.74	TOWN WIDE
AUTOZONE INC	2 AMP CHARGER	\$53.33	Rescue
BEVERLY J BRIDGES	Board meeting	\$25.00	Aquatics Operations
BILLY J. WOOLWINE	Uniforms: Safety Shoe Reimbursement	\$125.00	Waste Water Collection Ops
BMS DIRECT	WATER BILLS/CHRISTIANSBURG CONNECTION	\$3,396.27	Public Relations
BMS DIRECT	JULY 2024 WATER BILLS \$5000 POSTAGE \$1000 PRINTING	\$6,000.00	Solid Waste
BOONE TRACTOR & IMPLEMENT INC.	COIL ASSEMBLY	\$80.66	Streets Operations

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR MAY & JUNE 2024			
Vendor	Description	Amount	Department
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES - RESCUE	\$2,600.29	Rescue
BRUCE CALDWELL	FM 05-16-24 TO 6-13-24	\$109.00	Farmer's Market
BSN SPORTS COLLEGIATE PACIFIC	FIELD EQUIPMENT	\$1,374.96	Parks & Recreation Maintenance
BUDDY JOE SMITH	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
C & A UPHOLSTERY	WEIGHT ROOM REUPHOLSTERED	\$510.00	Parks & Recreation Admin
CADD MICROSYSTEMS INC	CADD Microsystem - Qty 3 Bluebeam Core licenses	\$150.00	Building
CADD MICROSYSTEMS INC	CADD Microsystem - Qty 3 Bluebeam Core licenses	\$75.00	Information Technology
CALEB FELLOWS	Uniforms: Safety Shoe Reimbursement	\$125.00	Waste Water Collection Ops
CAPITAL LIGHTING & SUPPLY LLC	BIBLE CONTROL PANEL	\$1,092.97	Waste Water Collection Ops
CARDINAL BLUEPRINTERS INC.	CONTRACT 21-0052 - CANON - 22 OF 24	\$100.00	Engineering
CARDMEMBER SERVICE	SUPPLIES- AQUATICS	\$733.66	Aquatics Operations
CARDMEMBER SERVICE	INTL CODE COUNCIL - BLDG INSP	\$787.51	Building
CARDMEMBER SERVICE	TRAVEL - COUNTY FIRE	\$685.54	County Fire Operating
CARDMEMBER SERVICE	TRAVEL ENGINEERING	\$507.29	Engineering
CARDMEMBER SERVICE	BEST BUY - SMART TVs - ENG	\$1,159.96	Engineering
CARDMEMBER SERVICE	DEQ - ENG	\$50.00	Engineering
CARDMEMBER SERVICE	WAV ONLINE.COM - IT DEPT	\$276.32	Fac Maint Town hall
CARDMEMBER SERVICE	DUES AMD MEMBERSHIPS FINANCE	\$1,131.00	Finance
CARDMEMBER SERVICE	VA FIRE CHIEFS ASSOC AND NFPA MEMBERSHIP- FIRE DEPT	\$250.00	Fire
CARDMEMBER SERVICE	VIRGINIA STATE POLICE - PW FLEET MAINT	\$15.70	Fleet Maintenance
CARDMEMBER SERVICE	VA REC AND PARK SOCIETY - REC DEPT	\$60.00	Huckleberry Park
CARDMEMBER SERVICE	SUBSCRIPTIONS SOFTWARE IT	\$638.79	Information Technology
CARDMEMBER SERVICE	VA DMV - REC DEPT	\$5.00	Parks & Recreation Admin
CARDMEMBER SERVICE	PINE RIDGE NURSERY - REC DEPT	\$2,089.53	Parks & Recreation Maintenance
CARDMEMBER SERVICE	SUPPLIES-FOOD FOR PROGRAMS	\$6,023.24	Parks&Recreation Mat&Prog&SpEv
CARDMEMBER SERVICE	REGISTRATIONS AND MEMBERSHIPS PLANNING	\$969.21	Planning
CARDMEMBER SERVICE	SUPPLIES POLICE DEPARTMENT	\$8,645.86	Police
CARDMEMBER SERVICE	AMAZON - PD POLICE OFFICER FUND	\$298.50	Police Officers Fund
CARDMEMBER SERVICE	META/FACEBOOK - PR	\$128.03	Public Relations
CARDMEMBER SERVICE	POLICE FLEET EXPO - FIRE DEPT	\$1,133.68	Radio Shop Installs
CARDMEMBER SERVICE	GOOGLE - RESCUE	\$224.40	Rescue
CARDMEMBER SERVICE	KROGER - RESCUE	\$33.79	Rescue Donations Fund
CARDMEMBER SERVICE	TRAVEL PUBLIC WORKS	\$1,011.60	Streets Administration
CARDMEMBER SERVICE	AMERICAN PUBLIC WORKS ASSOC - REGISTRATION	\$1,550.00	Streets Administration
CARDMEMBER SERVICE	ZOOM.COM - ADMIN	\$42.00	Town Manager
CARILION HEALTHCARE CORP.	EMPLOYEE TESTING	\$201.00	Human Resources
CARTER MACHINERY	CHANNEL WIND	\$175.68	Storm Drain Operations

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR MAY & JUNE 2024			
Vendor	Description	Amount	Department
CARTER MACHINERY	FILTERS/ELEMENTS	\$778.36	Storm Drain Operations
CARTER MACHINERY	RECONDITION HYDRAULIC CYLINDERS	\$4,522.43	Streets Operations
CASANDRA CROUSE	Reimbursement for PA driving record check	\$14.00	Human Resources
CECILIA ELLINGTON	ROCKIN MAIN - FINAL PAYMENT - JUNE 8	\$900.00	Parks&Recreation Mat&Prog&SpEv
CENTURY ENGINEERING INC	RFP for Stafford Drive Signal	\$1,070.71	Stafford Drive Signal
CHANDLER CONCRETE COMPANY OF VA INC	WALL CAP/PALLET/ADHESIVE	\$1,140.25	Cemetery
CHANDLER CONCRETE COMPANY OF VA INC	CONCRETE BRICK	\$217.51	Storm Drain Operations
CHANDLER CONCRETE COMPANY OF VA INC	CONCRETE BRICK	\$217.52	Streets Operations
CHANDLER CONCRETE COMPANY OF VA INC	CONCRETE BRICK	\$217.52	Waste Water Collection Ops
CHARLES ROBERT MERRIAN JR	BEACH BASH 2024	\$1,042.75	Aquatics Operations
CHRIS MARTIN	Uniforms: Safety Shoe Reimbursement	\$125.00	Storm Drain Operations
CHRISTIANSBURG HIGH SCHOOL	PROGRAM OF ACTIVITIES POSTER SPONSORSHIP	\$200.00	Farmer's Market
CHRISTOPHER A ROOP	Reimbursement for fuel on mental health transport	\$45.58	Police
CHRISTOPHER T HEIDT	Reimbursement for Accreditation dinner	\$180.68	Police
CITIZENS	PHONE/INTERNET BILLING JUNE 2024	\$4,926.73	Information Technology
CITY ELECTRIC SUPPLY CO	PARTS/SUPPLIES	\$14.65	Cemetery
CITY ELECTRIC SUPPLY CO	OSHA INSPECTION - BAND SAW CORD REPAIR	\$24.03	Fleet Maintenance
CMC SUPPLY INC.	DOG FOUNTAIN - CHP	\$13.94	Huckleberry Park
COGSDALE SYSTEMS INC.	DC ASSISTANCE	\$618.75	Finance
COGSDALE SYSTEMS INC.	DATA CONVERSION ASSISTANCE	\$1,518.75	Finance
COLONIAL LIFE & ACCIDENT INSURANCE	EFT COLONIAL LIFE MAY 2024	\$6,610.28	Fringe Benefits
COMCAST HOLDINGS CORP	INTERNET BILLING 05-15-24 TO 06-14-24	\$696.80	Information Technology
CONTINENTAL BATTERIES	KOHLER	\$110.00	Water Operations
CONTINENTAL WESTERN CORPORATION	BOXES OF CLOTHS	\$94.66	Storm Drain Operations
CONTINENTAL WESTERN CORPORATION	BOXES OF CLOTHS	\$94.67	Streets Operations
CONTINENTAL WESTERN CORPORATION	BOXES OF CLOTHS	\$94.67	Waste Water Collection Ops
COPPERHEAD GRAPHICS	VEHICLE WRAPPING - PD - CARS #244, 246 & 247	\$2,160.00	Police
CRAIG'S FIREARM SUPPLY INC	Craig's Firearms - Five Glock Firearms	\$2,189.00	Police
CRYSTAL SPRINGS	WATER - PD	\$273.79	Police
CRYSTAL SPRINGS	WATER	\$194.86	Treatment Plant Operations
CURTIS BAY MEDICAL WASTE VIRGINIA LLC	MEDICAL WASTE SERVICE - MAY 2024	\$96.22	Aquatics Operations
CURTIS BAY MEDICAL WASTE VIRGINIA LLC	MEDICAL WASTE SERVICE - MAY 2024	\$140.20	Rescue
CURTIS G. GOAD	Uniforms: Safety Shoe Reimbursement	\$113.71	Streets Operations
D. MICHAEL BARBER	TRAVEL - ABINGDON, VA	\$298.88	Town Council
DANNY RAY YOPP	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
DAVID BEASLEY	BEACH BASH BAND - LAST CHANCE DUO	\$500.00	Aquatics Operations
DEANS SEAMLESS GUTTER AND CONSTRUCTION	GUTTER AND DOWNSPOUTS AT CEMETERY	\$825.00	Cemetery

TOWN OF CHRISTIANSBURG PAID BILL LIST			
Vendor	BILLS FOR MAY & JUNE 2024		
	Description	Amount	Department
DELTA DENTAL OF VIRGINIA	DENTAL CLAIMS - MAY 2024	\$8,697.34	Fringe Benefits
DELTA DENTAL OF VIRGINIA	DENTAL CLAIMS - APRIL 2024	\$9,339.43	Fringe Pool
DIANE C FENTON	Recreation Commission Meetings APRIL - JUNE 2024	\$75.00	Parks & Recreation Operations
DONNA COLLINS AKERS	MEALS - MECHANICSVILLE VA - VALEAC QU	\$100.00	Police
DONNA JEAN DEANER	5 SNAPS 8 CHIPS - FM 05-16-24 to 5-30-24	\$125.00	Farmer's Market
DONNIE REED	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
DOUGLAS RAY WILLIS	Uniforms: Safety Shoe Reimbursement	\$123.19	Streets Operations
DREW PACE MUSIC LLC	ROCKIN MAIN - JUNE 8	\$1,000.00	Parks&Recreation Mat&Prog&SpEv
DWIGHT J PRICE	Uniforms: Safety Shoe Reimbursement	\$85.28	Storm Drain Operations
ELECTRONIC SYSTEMS INC	PRINTER/COPIER BILLING 05-18-24 TO 06-17-24	\$27.57	Information Technology
ENVIRONMENTAL RESOURCE ASSOC.	WASTE WATER TESTING	\$561.08	Treatment Plant Operations
ESRI INC	SMALL GOV ENTERPRISE AGMT 06-30-24 TO 06-29-25	\$28,400.00	Engineering
EVOQUA WATER TECHNOLOGIES LLC	PIN SHEAR	\$710.50	Treatment Plant Operations
EXCEL TRUCK GROUP	PRESSURE SENSOR - STORMWATER	\$164.55	Storm Drain Operations
EXPRESS SERVICES INC	LANDSCAPING LABOR 05-26-24 to 6-2-24	\$784.40	Cemetery
EXPRESS SERVICES INC	LANDSCAPING LABOR - 05-12-24 TO 6-2-24	\$17,808.50	Streets Operations
EXTREME CONCRETE & CONSTRUCTION INC	Extreme Concrete - Shop Floor Supplement	\$7,515.49	Rescue
FAIRFAX COUNTY VOLUNTEER FIRE & RESCUE ASSO COHORT 2 - VOLUNTEER LEADERSHIP - WHITT	VELOCITY - MAY 2024	\$500.00	Fire
FAPS HOLDING INC	TRACKING #776580359781	\$50.40	Finance
FEDERAL EXPRESS CORPORATION	TRACKING #274406770252	\$31.00	Police
FEDERAL EXPRESS CORPORATION	UNIFORMS - ERIN GIFFORD	\$16.96	Streets Operations
FIRE RESCUE AND TACTICAL INC	PULLEYS/BELTS/AXLE	\$69.70	Rescue
FITNESS CONCEPTS INC	VA - CHRISTIANSBURG PD - PHASE 1 YEAR 1	\$235.67	Parks & Recreation Admin
FLOCK GROUP INC	VA - CHRISTIANSBURG PD - PHASE 1 YEAR 1	\$7,400.00	Federal Anti Drug
FLOCK GROUP INC	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$12,500.00	HEAT GRANT
FOREST REDD	Uniforms: Safety Shoe Reimbursement	\$196.67	County Fire Operating
GARY W MOORE	JEREMY COMPTON - SYMPATHY ARRANGEMENT	\$123.19	Waste Water Collection Ops
GATES FLOWERS AND GIFTS LLC	SYMPATHY WREATH - EPPERLY	\$107.00	Fire
GATES FLOWERS AND GIFTS LLC	AMMUNITION - PD	\$92.00	
GEORGE J PETRONIS ENT INC	HOOK ASSEMBLY	\$960.25	Police
GRAINGER	PHONE BILLING - JUNE 2024	\$585.38	Treatment Plant Operations
GRANITE TELECOMMUNICATIONS LLC	1 CHIP - FM 05-23-24 to 6-13-24	\$4,969.03	Town Manager
GREENSTAR FARM LC	Uniforms: Safety Shoe Reimbursement	\$32.00	
GREGORY W. DUNN	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$113.71	Streets Operations
H. DAVID AKERS	SERVICE CALL - DOOR CABLES	\$196.67	County Fire Operating
HALL'S GARAGE DOORS INC	Uniforms: Safety Shoe Reimbursement	\$309.00	Treatment Plant Operations
HEATHER DODD		\$125.00	Waste Water Collection Ops

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR MAY & JUNE 2024			
Vendor	Description	Amount	Department
HITEK EQUIPMENT INC	REMOTE CONTROL	\$580.06	Streets Operations
HOLLYBROOK MULCH TRUCKING INC	MULCH	\$22.43	Cemetery
HOLLYBROOK MULCH TRUCKING INC	MULCH	\$717.60	Huckleberry Park
HOME DEPOT	CAR CHARGER/USB - BLDG INSP	\$41.48	Building
HOME DEPOT	CEMETERY BLDG SUPPLIES	\$3,735.67	Cemetery
HOME DEPOT	WASHBAY MATERIALS	\$69.70	Facility Maintenance
HOME DEPOT	RADIO SHOP MATERIALS/SUPPLIES	\$71.91	Fire
HOME DEPOT	CHP SIGN MATERIALS	\$50.59	Huckleberry Park
HOME DEPOT	6 X 6 TIMBER POSTS - FIRE DEPT	\$134.34	
HURT & PROFFITT INC	BUFFALO WATER TANK REHAB - PROJ #20201754	\$2,405.00	Buffalo Tank Rehab
HURT & PROFFITT INC	ENGINEERING SERVICES, PROFESSIONAL	\$935.00	SilverLake Interceptor
IES COMMERCIAL INC	IES - Purchase & Install Security Cameras	\$31,637.05	Aquatics Operations
IES COMMERCIAL INC	IES - Purchase & Install Security Cameras	\$26,904.53	Truman Wilson Park
JAMES ANTHONY BOHON	FARMERS MARKET - JUNE 13	\$100.00	Farmer's Market
JAMES ROBERT WILLIAMSON JR.	Recreation Commission Meetings: APRIL - JUNE 2024	\$75.00	Parks & Recreation Operations
JAMES WITT	Uniforms: Safety Shoe Reimbursement	\$113.71	Streets Operations
JASON & SHERRA PRICE	DOG PARK WASTE MANAGEMENT	\$840.00	Huckleberry Park
JEFFERY L SMITH	HOLE PATCH - PD	\$150.00	Police
JEREMY MADISON WILLIAMS	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
JERRY LOVERN	Uniforms: Safety Shoe Reimbursement	\$125.00	Streets Operations
JOHN ROBERT LINKOUS	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
JOHN T. NEEL	Recreation Commission Meetings: APRIL - JUNE 2024	\$50.00	Parks & Recreation Operations
JOHNSON CONTROLS	SERVICE CALL - REC DEPT	\$177.00	Parks & Recreation Admin
JOSEPH O REED	INSPECTION - PD - PD VEHICLES	\$140.00	Police
JOSHUA WILLIAM CUMMINS	Recreation Commission Meetings: APRIL - JUNE 2024	\$50.00	Parks & Recreation Operations
JUSTIN C. SHEPHERD	Uniforms: Safety Shoe Reimbursement	\$125.00	Water Operations
KAREN L DRAKE-WHITNEY	Board meetings	\$25.00	Aquatics Operations
KATHERINE SMITH MEADOWS	Recreation Commission Meetings: APRIL - JUNE 2024	\$75.00	Parks & Recreation Operations
KENNETH FRANKLIN	Uniforms: Safety Shoe Reimbursement	\$125.00	Cemetery
KEVIN E. POFF	Uniforms: Safety Shoe Reimbursement	\$125.00	Cemetery
KEVIN TODD CHRISLEY	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
KLA ENTERPRISES LLC	TABLECLOTHS	\$1,216.22	Parks&Recreation Mat&Prog&SpEv
KLA ENTERPRISES LLC	PUBLIC WORKS WEEK - ROAD BANNER	\$1,268.10	Streets Operations
LANCASTER INC.	TOWING - PW 248	\$250.00	Streets Operations
LEGAL RESOURCES	BILLING - MAY 2024	\$506.00	Fringe Benefits
LINDSEY PENDLETON	MEALS - BASIC ACADEMY	\$180.00	Police
LLOYD LOPES	Uniforms: Safety Shoe Reimbursement	\$123.19	Water Operations

TOWN OF CHRISTIANSBURG PAID BILL LIST		BILLS FOR MAY & JUNE 2024	
Vendor	Description	Amount	Department
LOWES HOME CENTERS INC	AQUATIC CENTER MATERIALS	\$182.29	Aquatics Maintenance
LOWES HOME CENTERS INC	AQUATICS MATERIALS/SUPPLIES	\$37.94	Aquatics Maintenance
LOWES HOME CENTERS INC	BLDG INSPECTIONS MATERIALS/SUPPLIES	\$160.52	Building
LOWES HOME CENTERS INC	BLDG INSPECTIONS MATERIALS/SUPPLIES	\$51.29	Building
LOWES HOME CENTERS INC	CEMETERY BUILDING MATERIALS	\$1,056.86	Cemetery
LOWES HOME CENTERS INC	WATER FILTERS - TOWN HALL	\$92.32	Fac Maint Town hall
LOWES HOME CENTERS INC	BLDG & GRNDS MATERIALS/SUPPLIES	\$288.22	Facility Maintenance
LOWES HOME CENTERS INC	SIGN MATERIALS - CHP	\$144.33	Huckleberry Park
LOWES HOME CENTERS INC	IT DEPT MATERIALS/SUPPLIES	\$37.09	Information Technology
LOWES HOME CENTERS INC	MATERIALS AND SUPPLIES	\$503.09	Parks & Recreation Maintenance
LOWES HOME CENTERS INC	MATERIALS/SUPPLIES - PD	\$150.88	Police
LOWES HOME CENTERS INC	STORMWATER MATERIALS/SUPPLIES	\$358.65	Storm Drain Operations
LOWES HOME CENTERS INC	SIGN SHOP MATERIALS - PW	\$123.50	Streets Operations
LOWES HOME CENTERS INC	WWTP SUPPLIES/MATERIALS	\$456.94	Treatment Plant Operations
LOWES HOME CENTERS INC	CHP MATERIALS/SUPPLIES	\$4.72	Truman Wilson Park
LOWES HOME CENTERS INC	WWTP MATERIALS/SUPPLIES	\$260.23	Waste Water Collection Ops
LOWES HOME CENTERS INC	MATERIALS/SUPPLIES - WATER OPS	\$93.31	Water Operations
LOWES HOME CENTERS INC	FIRE DEPT MATERIAL/SUPPLIES	\$194.86	
MANSFIELD OIL COMPANY	FUEL BILLING 05-01-24 TO 05-15-24	\$52,507.13	TOWN WIDE
MARKETING ON MAIN STREET LLC	TSHIRTS - AQUATICS	\$2,441.86	Aquatics Operations
MARKETING ON MAIN STREET LLC	EMROIDERY ON HATS	\$85.00	Building
MARKETING ON MAIN STREET LLC	WELNESS PROGRAM	\$2,491.83	Human Resources
MCCORMICK TAYLOR INC	Roanoke Street / 1st Street Pedestrian	\$1,933.02	ROANOKE-1ST PED IMPROVEMENTS
MCGILL ASSOCIATES PA	Utility Term Services, RFP 235	\$2,206.50	Engineering Studies-Inspection
MCGRADY-PERDUE HEATING & COOLING INC	DIAGNOSTICS - HEATERS - WWTP	\$599.00	Treatment Plant Operations
MCGRADY-PERDUE HEATING & COOLING INC	McGrady Perdue - Generator Install	\$2,600.00	Water Operations
MCKESSON MEDICAL-SURGICAL GOVERNMENT SOL MEDICAL SUPPLIES - RESCUE		\$221.97	Rescue
MEDEXPRESS URGENT CARE P.C. - VIRGINIA	EMPLOYEE TESTING - MAY 2024	\$54.00	Human Resources
MICHAEL HUTCHISON	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
MICHAEL L SAYLORS	Recreation Commission Meetings: APRIL - JUNE 2024	\$75.00	Parks & Recreation Operations
MIDWAY PRODUCTION SERVICES	ROCKIN MAIN - JUNE 8	\$2,982.00	Parks&Recreation Mat&Prog&SpEv
MIDWAY PRODUCTION SERVICES	LABOR/LEAD TECH - TOWN COUNCIL MEETING	\$232.00	Public Relations
MITCHELL REPAIR INFORMATION COMPANY LLC	SHOPKEY PRODEMAND/MTR ONLY	\$2,640.00	Fleet Maintenance
MONT REGIONAL SOLID WASTE (RECYL)	ACCT 9930 - MAY 2024	\$6,118.60	Solid Waste
MONT REGIONAL SOLID WASTE AUTHORITY	ACCT 3003 - MAY 2024	\$46,480.17	Solid Waste
MONTGOMERY CO CHAMBER OF COMMERCE	MC 2024 MAY EGGS & ISSUES - EDNEY	\$30.00	Public Relations
MONTGOMERY CO CHAMBER OF COMMERCE	MC 2024 MAY EGGS & ISSUES - BARBER	\$60.00	Town Council

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR MAY & JUNE 2024			
Vendor	Description	Amount	Department
MOTOR MILE CAR WASH	4 WHEEL DEAL - INSPECTIONS	\$200.00	Building
MOTOR MILE CAR WASH	4 WHEEL DEAL - FIRE DEPT	\$200.00	Fire
MT ELECTRONICS INC	INDUCTIVE CLAMP	\$520.00	Water Operations
MUGATE LABORATORY LLC	EMPLOYEE TESTING - MAY 2024	\$192.00	Human Resources
MUNICIPAL EMERGENCY SERVICES INC	SCBA REPAIRS/MATERIALS - FIRE DEPT	\$460.15	County Fire Operating
MUNICIPAL EMERGENCY SERVICES INC	SCBA REPAIRS - FIRE DEPT	\$460.15	
NATHAN K BREWBAKER	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
NATIONAL POOLS OF ROANOKE INC.	POOL CHEMICALS	\$3,096.00	Aquatics Maintenance
NEW RIVER COMMUNITY COLLEGE	LAW ENFORCEMENT SUPERVISION - 01-16-24 TO 04-18-24	\$2,100.00	Police
NEW RIVER ENGRAVING	BADGES - AQUATIC - CARVEL	\$49.75	Aquatics Operations
NEW RIVER ENGRAVING	NAME PLATES	\$66.00	Engineering
NEW RIVER ENGRAVING	NAME PLATES	\$22.00	Finance
NEW RIVER ENGRAVING	BENCH PLAQUES FOR CHP	\$760.00	Huckleberry Park
NEW RIVER ENGRAVING	BADGES - PD -	\$378.80	Police
NEW RIVER ENGRAVING	NAME PLATES	\$44.00	Treatment Plant Operations
NEW RIVER PETROLEUM INC	997 GALLONS DIESEL - RESCUE	\$5,917.52	Rescue
NOAH BARRY SIMMONS	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$393.34	County Fire Operating
NORTHERN SAFETY CO INC.	FASTENERS/PAINT/TIES/HOOKS	\$136.29	Storm Drain Operations
NORTHERN SAFETY CO INC.	FASTENERS/PAINT/TIES/HOOKS	\$136.28	Streets Operations
NORTHERN SAFETY CO INC.	FASTENERS/PAINT/TIES/HOOKS	\$136.28	Waste Water Collection Ops
NORTHWEST HARDWARE CO INC	PLUG	\$12.39	Aquatics Maintenance
NORTHWEST HARDWARE CO INC	CRACK FILLER	\$14.39	Aquatics Maintenance
NORTHWEST HARDWARE CO INC	SAFETY FENCING	\$75.58	Parks & Recreation Maintenance
OLD TOWN PRINTING & COPYING	BUSINESS CARDS - JOSHUA SETTLEMENT	\$67.56	Rescue
PAULA DURHAM	WINDOW REPAIR FROM OFFICER OPENING	\$354.00	Police
PETER HAISLIP	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
PHILIP LESTER	WINTER CALENDAR 23/24	\$199.95	Public Relations
PICTOMETRY INTERNATIONAL CORP	REVEAL ESSENTIALS PLUS - PROPERTY	\$6,525.00	Engineering
PINE VIEW BUILDINGS LLC	Storage Building	\$4,611.25	Fire
PIONEER ATHLETICS	LINE MARKER SCREENING AND PADDING	\$988.00	Parks & Recreation Maintenance
POWER ZONE	BLADE FERRIS 21IN	\$156.54	Streets Operations
PRINCIPAL LIFE INSURANCE COMPANY	EFT PRINCIPAL LIFE JUNE 2024	\$5,380.08	Fringe Benefits
PSYCHOLOGICAL HEALTH ROANOKE	EMPLOYEE TESTING -	\$500.00	Human Resources
QUADIENT LEASING USA INC	LEASE PAYMENT - 06-30-24 TO 09-29-24	\$772.40	Finance
RAKESTRAW LAWN CARE INC	MOWING - HIGH GRASS VIOLATIONS	\$1,630.00	Building
REBA M SMART	Recreation Commission Meetings: APRIL - JUNE 2024	\$75.00	Parks & Recreation Operations
REFUND AQUATICS	REFUND CANCELLED LESSONS	\$130.00	Aquatics Operations

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR MAY & JUNE 2024			
Vendor	Description	Amount	Department
REFUND EMS OVERPAYMENT	REFUND EMS TRANSPORT - TRIP 2022-00002766	\$269.93	EMS Billing- Rescue
REFUND PARK&REC	REFUND CANCELLED LESSONS	\$75.00	Parks & Recreation Admin
REFUND TAX OVERPAYMENT	REFUND TAX OVERPAYMENT	\$15,294.28	Finance
REFUND WATER OVERPAYMENT	REFUND WATER ACCT	\$2,237.17	Water Sewer Fund Balance Sheet
REUND PARKS AND RECREATION	Refund Barter Theater trip	\$90.00	Parks & Recreation Admin
RHINO SPORTS & ENTERTAINMENT SERVICES LLC	SECURITY - SWIM MEET - 05-21-24 TO 05-24-24	\$633.50	Aquatics Operations
ROBERTS OXYGEN COMPANY INC	THERAPY OXYGEN - RESCUE	\$101.72	Rescue
ROBIN L. BOYD	Recreation Commission Meetings: APRIL - JUNE 2024	\$50.00	Parks & Recreation Operations
ROGER JORDAN ROLLER JR	AQUARIUM MAINTENANCE 05-08-24 6-7-24	\$225.00	Aquatics Operations
RUGGED MEATS	SNACK STICKS	\$67.20	Aquatics Operations
S.J. CONNER & SONS INC.	32 ROLLS OF THERMAL PAPER - FIRE DEPT	\$91.20	County Fire Operating
S.J. CONNER & SONS INC.	FIRE HOSE REPAIR - 05-20-24	\$401.15	Fire
SAMS CLUB	REC DEPT EVENT SUPPLIES	\$67.91	Huckleberry Park
SAMS CLUB	PRGRAM SUPPLIES AND MATERIALS FOR CLASSES AND EVENTS	\$985.91	Parks&Recreation Mat&Prog&SpEv
SCHINDLER ELEVATOR CORPORATION	PREVENTIVE MAINTENANCE APRIL 2024	\$1,450.00	TOWN WIDE
SCOTT PHILLIPS	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
SCOTT WILLIAM CANADA	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
SEGRA / LUMOS NETWORKS	PHONE BILLING JUNE 2024	\$40.91	Police
SHELOR MOTOR MILE	LAMP - EXPLORER - PD	\$445.37	Police
SHELOR MOTOR MILE	VEHICLE MAINTENANCE AND REPAIRS	\$1,324.68	Rescue
SHENTEL CABLE COMPANY	CABLE BILLING 06-02-24 TO 07-01-24	\$86.52	Aquatics Operations
SHENTEL CABLE COMPANY	CABLE BILLING 06-02-24 TO 07-01-24	\$74.55	Fire
SHENTEL CABLE COMPANY	CABLE BILLING 06-02-24 TO 07-01-24	\$74.55	Parks & Recreation Admin
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING 06-07-24 TO 07-06-24	\$348.83	Police
SHENTEL CABLE COMPANY	CABLE BILLING - 05-25-24 TO 06-24-24	\$74.55	Rescue
SHENTEL CABLE COMPANY	CABLE BILLING 05-22-24 TO 06-21-24	\$74.55	Streets Operations
SHENTEL CABLE COMPANY	SPECIAL CIRCUIT - 05-18-24 TO 06-17-24	\$699.00	Treatment Plant Operations
SHIRLEY C HALLOCK	Advisory Board Pay	\$50.00	Aquatics Operations
SHRED-IT US JV LLC	SHRED SERVICES 04-25-24 AND 05-23-24	\$243.50	Finance
SHRED-IT US JV LLC	SHRED SERVICES 04-25-24 AND 05-23-24	\$85.99	Rescue
SIMON FRANK WRIGHT	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
SMITHS MANAGEMENT GROUP	EVENT SHIRTS	\$655.85	Parks&Recreation Mat&Prog&SpEv
SOUTHERN AIR INC	C35857-6 - PREVENTIVE MAINTENANCE	\$5,370.00	Parks & Recreation Admin
SOUTHERN STATES	AQUATICS WEED KILLER	\$64.99	Aquatics Maintenance
SOUTHERN STATES	GRASS SEED - CEMETERY	\$97.99	Cemetery
SOUTHERN STATES	HERBICIDE - RED DEPT	\$129.98	Parks & Recreation Maintenance
SOUTHERN STATES	GRASS SEED - STORMWATER	\$202.98	Storm Drain Operations

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR MAY & JUNE 2024			
Vendor	Description	Amount	Department
SOUTHERN STATES	GRASS SEED - PW	\$378.68	Streets Operations
SOUTHERN STATES	GRASS SEED - SEWER OPS	\$97.99	Waste Water Collection Ops
SOUTHERN STATES	GRASS SEED - WATER OPS	\$195.98	Water Operations
SPIRALEDGE	Swimoutlet - Competitive Pool Deck Equipment	\$1,736.91	Aquatics Operations
SPORTSENGINE INC	ONBOARDING - MARCH & MAY 2024 - ACCT 154547	\$600.00	Human Resources
STAND ENERGY CORPORATION	GAS & TRANSPORTATION - MAY 2024	\$2,870.37	Aquatics Operations
STATE ELECTRIC SUPPLY CO. INC.	PARTS/SUPPLIES	\$82.49	Cemetery
STEVEN CARLYLE SIMMONS	Board meetings	\$50.00	Aquatics Operations
SUBURBAN PROPANE L.P.	69.2 GALLONS PROPANE - WWTP	\$320.37	Treatment Plant Operations
SUPERIOR PAVING CORP	SURFACE MIX	\$185.84	Streets Operations
SUPERIOR PAVING CORP	37 TONS SURFACE ASPHALT	\$3,428.10	Streets Operations
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES	\$29.28	Econ DEV Small Bus Liaison
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES	\$271.90	Finance
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES	\$13.39	Police
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES	\$44.36	Town Manager
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES - FIRE DEPT	\$253.73	
TBC ASSOCIATES II LLC	PORTAJOHN - 05-09-24 TO 6-23-24 PARKS AND EVENTS	\$1,730.40	Parks & Recreation Maintenance
TECH EXPRESS INC.	BUSINESS CARDS - FEB RUN & MARCH RUN	\$702.00	Fire
TECH EXPRESS INC.	WELCOME BOOKLETS - OCTOBER 2023	\$1,953.74	Public Relations
TERRY WILLIAM KEMP	FARMERS MARKET - 05-30-24	\$145.00	Farmer's Market
THE BLACKSBURG PARTNERSHIP	PASSENGER RAIL SUPPORT - FY 2023-24	\$2,500.00	Economic Developemt
THE BLOOD CONNECTION INC	WHOLE BLOOD	\$395.00	Rescue
THE BLOOD CONNECTION INC	WHOLE BLOOD	\$395.00	Rescue
THE CFS GROUP BLUE RIDGE DISPOSAL & RECYCLING	SLUDGE HAULING - APRIL 2024	\$1,557.66	Treatment Plant Operations
TOWN GUN SHOP INC	PD AMMUNITION	\$6,608.75	Police
TOWN OF CHRISTIANSBURG	FUEL USAGE APRIL 2024 - FIRE DEPT	\$1,517.07	County Fire Operating
TRACTOR SUPPLY CO.	POLICE MATERIALS/SUPPLIES	\$31.77	Police
TRAFFICGUARD INC	Bollards for Park	\$2,356.00	Parks & Recreation Maintenance
TREASURER OF VIRGINIA	Pharmacy License application	\$120.00	Rescue
TRUIST INSURANCE HOLDINGS LLC	INSURANCE POLICY - 03-01-24 TO 03-01-25	\$2,000.00	Human Resources
UNIFIRST CORPORATION	UNIFORMS	\$218.80	Treatment Plant Operations
UNITED RENTALS INC.	LIGHT TOWER	\$3,999.99	Parks&Recreation Mat&Prog&SpEv
VA ASSOC OF COUNTIES GROUP SELF-INSURANCE	R MEMBER #726 - 97 LIVES	\$2,190.38	Fringe Pool
VBCOA REGION II	Annual Dues 24-25	\$175.00	Building
VERIZON	INTERNET BILLING 05-07-24 TO 06-06-24	\$124.99	Police
VERIZON	INTERNET BILLING JUNE 2024	\$114.95	Police
VERIZON COMMUNICATIONS INC	VEHICLE TRACKING - MAY 2024	\$227.40	Rescue

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR MAY & JUNE 2024			
Vendor	Description	Amount	Department
VERIZON-WIRELESS	PHONE/INTERNET BILLING 04-11-24 TO 05-10-24	\$7,889.13	Town Manager
VIRGINIA BUSINESS SYSTEMS	PRINTING SERVICES - FIRE DEPT	\$2.32	County Fire Operating
VIRGINIA BUSINESS SYSTEMS	PRINTER - BILLING 04-19-24 TO 05-18-24	\$653.17	Police
VIRGINIA BUSINESS SYSTEMS	PRINTER BILLING 03-19-24 TO 04-18-24	\$615.77	Police
VIRGINIA MEDIA INC	MAIN STREET MARKETPLACE - 05-25-24 6-01-2024	\$300.00	Planning
VIRGINIA MEDIA INC	MAIN STREET MARKETPLACE - 05-04-24	\$97.50	Town Manager
VIRGINIA MEDIA INC	NEWS MESSENGER - BUDGET - 05-18-24	\$360.00	Town Manager
VIRGINIA TECHNIQUES GYMNASTICS INC	2023-2024 GYMNASTICS CLASSES	\$2,730.00	Parks & Recreation Operations
VLEPSC	REACCREDITIATION ASSESSMENT AGREEMENT	\$100.00	Police
VIRGINIA RETIREMENT SYSTEMS	EMPLOYEE RETIREMENT	\$236,850.76	Fringe Benefits
WATER WORKS METROLOGY LLC	4" Water Meter - Christiansburg High School	\$4,670.97	Water Operations
WEST PUBLISHING CORPORATION	CLEAR - MAY 2024	\$153.16	Finance
WILLIAM LINKOUS	TRAVEL JUNE 13-16 24 NATURAL BRIDGE VA	\$196.67	County Fire Operating
WITMER PUBLIC SAFETY GROUP INC	FIRE UNIFORM BOOTS SAFETY VESTS	\$2,434.58	County Fire Operating
WORKROCKET INC	POST & BLAST MAINTENANCE WORKER TRAINEE	\$1,695.00	Human Resources
XEROX CORPORATION	XEROX - BILLING APRIL 2024	\$1,786.60	Information Technology
Total Paid		\$1,102,607.54	
Total to be Paid 6-28-2024		\$1,359,557.85	
TOTAL ALL		\$2,462,165.39	



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:
Consent Agenda

MEETING DATE:
June 25, 2024

ITEM TITLE:
Approve Deputy Treasurer Katie Miano as an additional Town check signer

DESCRIPTION:
To add Katie Miano Deputy Director of Finance as a check signer to all Town accounts

POTENTIAL ACTION:
Motion to approve as part of Consent Agenda

DEPARTMENT:
Finance

PRESENTER:
Valerie Tweedie, Finance Director



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Consent Agenda

MEETING DATE:

June 25, 2024

ITEM TITLE:

Contract Amendment #1 with Setty & Associates, LTD, for professional engineering consulting services for design, construction, and commissioning phase services for the HVAC replacement at the Christiansburg Aquatic Center for \$893,277.00.

DESCRIPTION:

Contract Amendment #1 will amend the contract time and will add professional engineering services as identified as Task 3 in the original request for proposal. Work included in this contract will include replacement of the existing HVAC units serving the competition and leisure pools, redesign of the return and distribution ducts, modify electrical and gas infrastructure to support additional loading, design a pre-purchase package for HVAC units, and necessary site/civil design for the equipment yard, construction phase services, and commissioning services.

POTENTIAL ACTION:

Contract Amendment approval and authorize the Town Manager to enter into this amendment on behalf of the Town with Setty & Associates, LTD, subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

In October 2022, the Town issued RFP #235000011 for Heating Ventilation and Air Conditioning (HVAC) Evaluation, Study, and Design for the Christiansburg Aquatic Center. This RFP was comprised of three tasks. Task 1 was for a Project Overview Technical Memorandum, Task 2 was for a Preliminary Engineering Report (PER), and Task 3 was for Design and Bid Documents that include both professional engineering services for design and construction phase services. Setty & Associates, LTD was chosen from the RFP process and the Town entered into contract with them in February 2023, for the three tasks. Tasks 1 and 2 have been completed and this amendment is for the items covered under Task 3 for design and construction phase services.

INFORMATION PROVIDED:

Original Contract and RFP# 235000011

[**<Link>**](#)

Professional Services Contract 237000040, Amendment # 1

[**<Link>**](#)

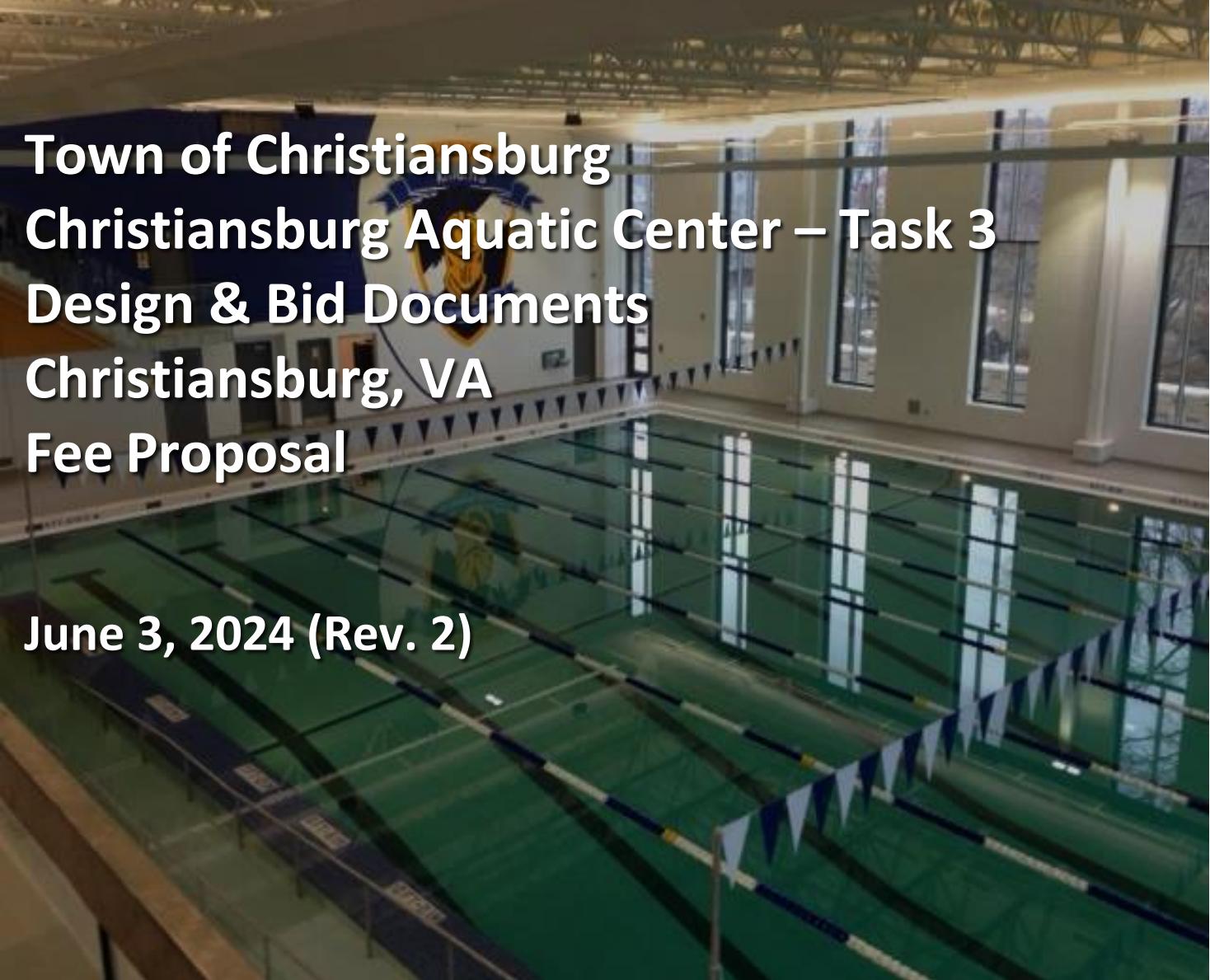
Exhibit F - Town of Christiansburg Aquatic Center - Task 3

[**<Link>**](#)

EXHIBIT F

Mechanical | Electrical | Plumbing | Fire Protection | LEED
Modeling | Commissioning | Master Controls Integration |
Sustainable Design | Forensic Engineering | Project
Management | Building Sciences | Design-Build

SETTY



Town of Christiansburg Christiansburg Aquatic Center – Task 3 Design & Bid Documents Christiansburg, VA Fee Proposal

June 3, 2024 (Rev. 2)

**Setty & Associates, Ltd.
300 East Main Street, Suite 307
Charlottesville, VA 22902
P: 434-270-2201**

**Charlottesville, VA
Atlanta, GA
Baltimore, MD
Fairfax, VA
New York, NY
Philadelphia, PA
Washington, DC
Los Angeles, CA
Tampa, FL
Mysore, India**

June 3, 2024

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Washington, DC
Los Angeles, CA
Tampa, FL
Mysore, India

Mechanical Engineering
Electrical Engineering
Plumbing Engineering
Fire Protection Engineering
Energy Modeling
Commissioning
Master Controls Integration
Forensic Engineering
Project Management
Construction Management

Ms. Terry Caldwell
Town of Christiansburg
100 E Main Street
Christiansburg, VA 24073

Via Email: tcaldwell@christiansburg.org

Subject: Christiansburg Aquatic Center-Task-3 (Design & Bid Documents)
Christiansburg, VA

Dear Terry:

SETTY is pleased to submit our fee proposal for subject project. Our fee is based on our understanding of the scope of work, which is presented in detail on the following pages. Please review to ensure that our scope aligns with your expectations.

SETTY consistently ranks as one of the Top nationwide M/E/P Giants, according to Consulting Specifying Engineer Magazine, a distinguishing ranking given to firms who provide cutting edge professional engineering services. With an in-house staff of dedicated Professional Engineers, Commissioning Agents, Certified Energy Managers, Certified Energy Modelers, Certified Construction Managers, Controls Engineers and LEED Accredited Professionals, our firm represents a unique combination of highly qualified professionals, able to respond to your project needs with all required disciplines. SETTY's in-house disciplinary expertise includes Mechanical, Electrical, Plumbing and Fire Protection Engineering as well as Commissioning. Additional disciplines can be drawn upon from SETTY's industry partners.

To learn more about SETTY's services and clients, please see the information sheet attached at the end of this document.

I appreciate the opportunity to provide our fee proposal and look forward to your response. Should you require additional information, please contact me.

Sincerely,



Boggarm S. Setty, P.E., ASHRAE Fellow, AEE Fellow
CEO & Founder
Setty & Associates, Ltd.

ARCHITECTURAL/ENGINEERING DESIGN SERVICES

To: Ms. Terry Caldwell
Town of Christiansburg
100 E Main Street
Christiansburg, VA 24073

Date: June 3, 2024 (Rev. 2)
Project: Christiansburg Aquatic Center-Task-3
Location: 595 N Franklin St
Christiansburg, VA 24073

Email: tlcaldwell@christiansburg.org

Project Description: SETTY, the prime consultant for this project, is providing A/E design and consulting services for the upgrade of the HVAC systems at the Town of Christiansburg Aquatic Center. Under RFP #235000011, dated October 13, 2022, HVAC systems to be upgraded include those serving the facility's competitive pool, the leisure pool, and support spaces. Upon the Town's review of SETTY's report for Task-1 POTM, it was decided to remove the HVAC systems serving the support spaces from the project's scope of work. Thus, the following additional scope of work covers upgrading only the HVAC systems serving the facility's competitive and leisure pools. See below for further description of this scope.

A. SCOPE OF ENGINEERING SERVICES

1. Task 3 – Design & Bid Documents (MEP Scope of Work)

The scope under this task involves providing all consulting services required for design and construction phases for major upgrades to the pool HVAC unit's replacement at the aquatic center as outlined in the previous Task 1.

Task 3 programming will include the following.

- a. Replace Pool dehumidification units serving competitive and leisure pools. Develop an approach in design to facilitate phased construction with the objective of keeping the pool areas operational as much as possible.
 - a. Construction will be phased to follow the below sequence.
 - i. Electrical.
 - ii. Leisure Pool HVAC
 - iii. Competition Pool HVAC
- b. Redesign distribution ducts to meet ASHRAE recommended air changes per hour (ACH) for competitive and leisure pools.
- c. Redesign return air ducting.
- d. Modify Electrical infrastructure to support HVAC replacements, including any new services or service upgrades to support a load increase.
- e. Develop design and provide a Pre-Purchase package for all pool dehumidification units to be purchased in advance to reduce impact of the long lead times associated with these units.

2. Task 3 – Design & Bid Documents (Non-MEP Scope of Work)

- a. Architectural modification to support HVAC replacements to be provided by SETTY's subconsultants.
- b. Structural modification to support HVAC replacements to be provided by SETTY's subconsultants.
- c. Civil modification to support HVAC replacements, including any site work (grading, storm water, sanitary sewer, water required for the increased equipment footprint), to be provided by SETTY's subconsultants.
- d. Cost estimates to be provided at 60% and 90% design for Town's review. Cost estimates will be provided by SETTY's subconsultants.

3. Task 3 – Construction Administration (CA) Services

- a. Enhanced construction administration to have Construction Managers(CM) or Resident Project Representative (RPR) presence on the site during construction to expedite construction administration process. CM will be at the site for up to 10 hours a week through the expected construction duration of 6 months.
- b. Construction administration fees included under Section B, Row K of spreadsheet consider design review of submittals, RFI's and development of drawings per construction administration. Fees on Row N consider site presence for CM/RPR at an hourly rate up to 10 hours a week through the expected construction duration of 6 months with a cap on lump sum amount as noted under Row N. All fees above the stated lump sum required for CM/RPR services will be billed hourly.
- c. See Attachment B for additional Construction Administration services.

4. Task-3 – Commissioning services – Cx Fundamental SOW

- a. Provide commissioning services for the replacement of four pool dehumidification units, including change order reviews (Up to 3 reviews).
- b. Systems to be included in commissioning:
 - I. Natatorium-related HVAC Systems and associated controls. (10% sampling of terminal units)
 - II. Pool HVAC Energy Recovery Systems
 - III. Natatorium DDC Controls
- c. Commissioning services will include air quality testing to verify ASHRAE recommended ACH for natatorium to confirm recommended air flow volume per task-1 (study) is delivered using new systems.
- d. Conduct a commissioning kickoff meeting to review the commissioning process with the Owner, Engineer of Record (EOR), and Construction Team.
- e. Develop and implement a Commissioning Plan specific to the Project and sufficient to meet Owner requirements including, at a minimum, a Commissioning Program Overview, a description of the Commissioning Team, and a Description of Commissioning Process Activities.
- f. Review Owner's Project Requirements (OPR) for completeness and provide comments and recommendations.
- g. Setty shall review the design team's Basis of Design (BOD) for clarity and completeness and provide comments and recommendations.
- h. Attend commissioning-related construction meetings and review minutes from all design and construction meetings for revisions or substitutions that directly or indirectly affect the commissioning process.
- i. Review equipment submittals applicable to systems being commissioned, including detailed startup procedures and provide comments to the Architect.

- j. Perform monthly site visits to observe component and system installations.
- k. Write and distribute pre-functional tests and checklists. Review the test reports and checklists for compliance and identify any deficiencies.
- l. With the necessary assistance and review from installing contractors, write and distribute the functional performance testing procedures required for equipment and systems to be commissioned.
- m. Witness the functional performance testing as required for all systems to be commissioned. Coordinate the testing activities with the installing contractors and verify testing requirements are completed. Evaluate all results against the OPR and BOD for compliance with the design intent.
- n. Maintain a master deficiency and resolution log and a separate master testing log. Provide the Architect and Owner with progress reports including functional performance results and recommended actions.
- o. Review O&M manual submittals for compliance with commissioning requirements.
- p. Oversee the project team members in the preparation of a systems manual.
- q. Oversee the project team verification of training.
- r. Provide a final commissioning report, including:
 - I. Executive summary of the commissioning process and the results, including any outstanding items.
 - II. For each system or piece of equipment commissioned, provide a summary of the equipment installation, functional performance and efficiency, equipment documentation, compliance with design intent, sufficiency of operator training, a list of any outstanding deficiencies or delayed testing.
- s. Coordinate any deferred testing and provide final documentation for inclusion in an amendment to the commissioning report.

5. Meetings & Site Visits:

SETTY'S basic fee listed below includes the involvement of SETTY Team, including consultants, in the following meetings and site visits:

- a. Virtual monthly progress meeting during design (up to 10).
- b. (1) Site visit for survey.
- c. (4) monthly progress meeting/substantial completion meeting during construction
- d. (1) Punch list/closeout meeting to be considered for the Design and construction phase of the Task-3.
- e. Construction Manager Site visit required per enhanced construction administration is included.

6. Additional Services:

- a. Code Analysis and calculations.
- b. Coordination with utility providers, only where the existing incoming utility services require upgrading.
- c. SETTY shall coordinate any relocations/design necessary for sprinkler layout triggered by the relocation/resizing of the ductwork.
- d. Performance specification for sprinkler system; hydraulic calculations and sprinkler head layout by others.
- e. Only junction boxes and empty conduits (infrastructure) will be provided for all low voltage systems, including but not limited to the following: IT, Voice and Data, Cable TV, security, and Audio-Video (A/V). This will be based on drawings provided by other consultants. Electrical hook-up design will be provided based on the location and power requirements (cut sheets) provided by the consultants. Design and actual layout of those systems must be provided by others.
- f. All submissions and deliverables will be electronic. Printing by others. Printing done at request of client will be billed at the rates shown under "Reimbursable Expenses" in Section B of this document.

7. Expectations:

SETTY's understanding of the project and ability to execute to our best level of effort is contingent on our ability to communicate with our clients. Toward this end, it is our expectation that the Client shall provide the following to SETTY:

- a. A ratified contract or written Notice to Proceed for this additional scope of work.

8. Deliverables

a. Design – SD – 30% Design:

- i. Schematic drawings for the recommended mechanical system, selected from the mechanical systems proposed in the PER. Schematic Drawings will show, as applicable: Floor Plans locating major equipment, main piping and single line main duct runs. System Schematics and Flow Diagrams, proposed building Zoning, mechanical/electrical rooms sizes, shafts, equipment weights, intake and exhaust openings and locations at exterior building envelope will also be shown.
- ii. Following Client and project team review, Final SD (30%) package will be issued.
- iii. If project requires a Basis of Design (BOD) to comply with Commissioning, the Final PER will serve as the BOD.
- iv. (Any Value Engineering and Cost Estimating necessary at this stage to assist project team and Client in selecting the recommended system concept is to be an additional service.)

b. Design – DD – 60% Design:

- i. One (1) DD (60%) submission package prepared separately for coordination and review by project team prior to final DD submission. Following review by client, comments and relevant changes will be incorporated in final DD submission.
- ii. Drawings showing selection or schedules of major equipment, electrical design & coordination, single line distribution, piping and plumbing fixtures, location/space requirements for interdisciplinary coordination, and Code compliance. Typical Terminal mechanical unit concept/arrangement will be shown.
- iii. Enlarged scale room plans and equipment yard plans in coordination with site/civil consultants drawings.
- iv. Updated single line Flow & Riser Diagrams; Power distribution Riser & Emergency Power provisions.
- v. Specifications in Outline or Mark-up Draft form for all major sections, materials, fabrications, and equipment used.

c. Design – CD – 100% Design:

- i. CD Drawings.
- ii. Final edited Specifications will be provided in the industry standard Masterspec format.
- iii. Include 2013 EJCDC front end documents provided by town of Christiansburg.
- iv. Permit documents (If hard copy printouts are expected, see Section-B for printing fees.)
- v. Project shall include following reviews during design:
 - a. 30% Plan Review
 - b. 60% Plan Review
 - c. 90% Plan Review

9. Meetings:

- A. Table 1 below has SETTY's agreed number of meetings on Virtual and site visit meeting. For Meeting cost refer to cost derivation sheet included as part of the proposal.
- B. Subconsultant meeting costs are part of subconsultants fees listed under section B.

Table-1

Meeting Type	No. of Meetings	No. of Attendees
Site Visit	6	3
CM/RPR Site visit	24	1
Virtual Meeting	10	4

Supplementary Services / Exclusions:	<u>See Attachment A</u>
Construction Administration Services:	<u>See Attachment B</u>
Utility Scope of Services:	<u>See Attachment C</u>
Hourly Breakdown of CA and Meeting Fees:	<u>See Attachment D</u>

B. FEES

Basic Fee: The fee for services will be **EIGHT HUNDRED NINETY-THREE THOUSAND, TWO HUNDRED SEVENTY-SEVEN DOLLARS AND ZERO CENTS (\$893,277.00)**.

A. MEP/FP Design – SD (30%)	\$80,624.00
B. MEP/FP DD Pre Procurement Package	\$27,706.00
C. MEP/FP Design – DD (60%)	\$132,989.00
D. MEP/FP Design – CD (100%)	\$149,613.00
E. Architectural Design	\$77,733.00
F. Civil Design	\$18,285.00
G. Structural Design	\$28,175.00
H. Subtotal – A/E Design Fees (ΣA-G)	\$515,125.00
I. Design Contingency -@10% of total A/E fees	\$51,512.00
J. Subtotal including contingency (ΣH-I)	\$566,637.00
K. Construction Administration (From cost derivation Appendix)*	\$55,416.00
L. Commissioning	\$95,855.00
M. CA-CM presence (not to exceed this price(from cost derivation Appendix)*	\$49,860.00
N. Meeting Costs (From cost derivation Appendix)*	\$58,800.00
O. Cost estimation – 60% & 90% Estimates	\$66,709.00
P. Grand Total (ΣJ-O)	\$893,277.00

(*) See attachment for hourly breakdown.

Reimbursable Expenses: The following expenses will be reimbursable.

Plotting and printing drawings by size per drawing:

36x48=\$3.40, 30x42=\$2.50, 24x36=\$1.70

Deliveries at \$50.00 a trip. Travel mileage @ \$0.56/mile.

Supplementary Fee: The fee for supplementary services, if any, will be negotiated when the supplementary scope of work is defined. See Attachment A for the list of services considered supplementary.

C. TERMS AND CONDITIONS

Any award resulting from this fee proposal shall be governed under the terms and conditions of Contract # 237000040 between SETTY and Town of Christiansburg, dated 02/07/2023.

Rates: Where the fee arrangement is to be on an hourly basis, the rates shall be as follows:

Principal:	\$336.00/hr.	Project Manager:	\$223.00/hr.
Sr. Mechanical Engineer:	\$212.00/hr.	Mechanical Engineer:	\$183.00/hr.
Sr. Electrical Engineer:	\$223.00/hr.	Electrical Engineer:	\$183.00/hr.
Sr. Plumbing/FP Engineer:	\$212.00/hr.	Plumbing/FP Engineer:	\$183.00/hr.
Designer/Sr. Draftsperson:	\$156.00/hr.	CAD Draftsperson:	\$113.00/hr.
Commissioning Agent:	\$183.00/hr.	Administrative/Clerical:	\$107.00/hr.

These rates are subject to 3% yearly escalation. For hourly billings and hourly services, the year when services are performed shall be subject to those corresponding yearly rates.

D. ACCEPTANCE

This Agreement is in accordance with communication and design direction from the Town. All of the terms and conditions of this proposal will be deemed accepted, whether or not the proposal is executed and returned, in the event that we receive working drawings or verbal instructions to proceed. This proposal with its attachments represents the entire and integrated agreement between the Engineer and Client and supersedes all prior negotiations, representations or agreements, either written or oral. This proposal may be amended only by written instrument signed by both Engineer and Client. If required, work will commence to meet project deadlines and this contract will be considered accepted within ten (10) days from the date shown on this Agreement, unless otherwise advised by you.

This proposal is valid for sixty (60) days from the date the offer is made as stated on the proposal cover.

Presented By:

Setty & Associates, Ltd.

Accepted By:

TOWN OF CHRISTIANSBURG

(Signature)

(Date)

(Signature)

(Date)

(Printed Name)

(Printed Name)

(Title)

(Title)

\hq.setty.com\public\SA_Marketing\Marketing Submissions\Community & Cultural\2023\11540 (g)(cv) Cburg Aquatic Ctr-Task-3\Town of Christiansburg

Attachment A: Supplementary Services/Exclusions

General :

1. Any work 5 feet beyond the building line. However site work related to the footprint of the building or HVAC equipment is considered as part of the scope.
2. Owner/customer requested value Engineering-Related Design Revisions
3. Participation in any Value Engineering, Cost Remediation, or similar activities
4. Foundation to Grade package or any separate permitting
5. Early demolition package
6. Accelerated design schedule (with reference to initial design schedule)
7. Expedited Guaranteed Maximum Price (GMP) set that is due prior to Final CDs
8. MEP/FP Support for Other Structures
9. Underground and Overhead Site Utilities Beyond Site Boundary. All coordination required as part of work related to building, mechanical yard areas and utility coordination leading to and from the building to extending to the public ROW is included as part of SETTY proposal.
10. Hazmat Materials or Underground Storage Tank (UST) Assessment, Testing and Abatement/Removal
11. Asbestos Abatement Investigation and Testing
12. Fueling Stations and related Maintenance Spaces
13. Utility services provider Service/Inspection Fees (if any)
14. Permit Fees & Permit expediting
15. Mechanical, Electrical or Plumbing Testing services.
16. Testing or installation of monitoring equipment. Installation of data loggers.
17. Computer Modeling for Building Performance Optimization
18. Building or system thermography
19. Vibration or Acoustic Analysis
20. Air and Water Flow Measurement Diagnostics
21. LEED Certification approval or guarantee of LEED rating/score
22. Energy Modeling
23. Presentations to or Coordination with Planning Councils, Commissions, or local jurisdictions
24. Base building/centralized system analysis & associated design modifications unless specified in base scope
25. All printing other than what is specified
26. Variance and/or code modifications requests

Electrical :

1. Selection of lighting fixtures, energy code compliance, and/or photometric calculations
2. Design of special electrical requirements/systems, including special raceways and cable tray systems for low voltage power distribution systems
3. Design of low voltage systems (e.g., IT, Voice/Data, CATV, Security, Audio-Visual (A/V) and Cable-TV). We will provide only space, pathway, power and conditioning for such systems.
4. Arc Flash studies and/or electrical short circuit coordination studies.
5. Street and Site Lighting Active Solar Plants (Hydronic, PV)

Plumbing:

1. Landscape Sprinkler System, Pool, Fountain, or Water Park design
2. Water Flow Test/Fees
3. Gutter/Downspout/Scupper Design
4. Design of under slab or footer drainage systems

Controls:

1. Building Automation Interface Off-Site. BAS interface apart from within the building /systems.
2. Building Automation System for other than Mechanical systems

Attachment B: Construction Administration Services

1. Bidding and Pre-Construction Services
 - a. Attend Pre-bid conference. Prepare minutes and prepare the addenda (upto 4) for posting.
 - b. Advise on Pre Bid RFI's.
 - c. Assist in evaluating bidder's qualifications.
 - d. Provide MEP/FP addenda and interpretation or clarification of MEP/FP construction documents.
 - e. Assist in bid evaluation.
 - f. Assist in confirming submittal and review procedures for shop drawings and other submittals.
2. Submittal Review/ RFI Responses
 - a. Review of shop drawings and submittals pertaining to items designed by MEP/FP engineers will be limited to **two (2)** reviews total. Review of submittals will check for general conformance to the information given and the design concept expressed in the MEP/FP contract documents.
 - b. Submittals will be reviewed within ten (10) business days, while RFIs will be reviewed within three (5) business days. Submittals or RFIs received after 2 PM will be logged on the following business day.
 - c. Change Order reviews will be limited to **three (3)**. Additional change order reviews may be considered additional services.
3. Site Visits
 - a. Essential site visit meetings:
 - i. Kickoff – one (1) person from SETTY will be present.
 - ii. Final Punch – two (2) persons from SETTY will be present.
 - b. Additional site visit meetings: See meetings matrix above for total number of CA meetings. The purpose of SETTY's attendance at these meetings will be to review the progress of the project as it relates to the MEP/FP portions of the design. Following the meeting, our personnel will prepare a Site Visit Report identifying any deficiencies observed.
4. Materials Testing and Quality Control Inspection
 - a. Review material product factory test reports from the suppliers or manufacturers to determine compliance with contract document standards.
 - b. Assist in determining whether non-conforming MEP/FP construction work will be rejected.
5. **Expectations:** SETTY being the prime consultant, will coordinate to obtain the following items as part of the CA process.
 - a. A complete ASC-MEP construction set of drawings and specifications in PDF format plus all addendum's issued for bidding
 - b. One copy each of the proposed Construction Schedule, the Contact List of all participants in the CA process, and all Weekly Construction Progress Meeting minutes and Field Reports
6. **Exclusions:** The following items are excluded from our scope and will be provided only as supplemental services for an additional fee.
 - a. Post-construction services (i.e., services performed after building is either occupied or "substantially complete")
 - b. Hard copy printouts of shop drawings and/or submittals
 - c. Contractor submittals requiring more than two (2) reviews
 - d. Engineering services related to re-design or reissue of drawings resulting from substitution of equipment or materials made by contractor or from errors due to other design disciplines. Redesign resulted from substitution of product or errors will be compensated to SETTY by the contractor at no cost to the owner.
 - e. Re-design or reissue of drawings made to accommodate contractor's Coordinate Shop Drawings.
 - f. As built/coordinated shop drawings reviewed to be provided by contractor to the Owner.
 - g. BIM coordination meetings and updating of SETTY design BIM models during construction.

Attachment C: Utility Coordination and Scope of Services:

SETTY shall not be held responsible for any design changes necessitated by local utility actions during the course of the project. "Utility" is defined as comprising electrical, gas, water, communications, steam distribution and chilled water services and applies to any context in which the Project Owner purchases said services from a Utility Provider, including campus and quasi-governmental contexts. SETTY shall perform its services consistent with the professional skill and care ordinarily provided by engineers practicing in the same or similar locality under the same or similar circumstances when applying for load letters and utility approval. If the Utility Provider changes their direction subsequent to approval of the service size and entryway, SETTY shall be allowed compensation for any re-design efforts necessitated by the change. Similarly, if the Utility Provider changes their pressure or service flows subsequent to approval of the design and load letters, SETTY shall not be held responsible for any downstream cost impacts.

1. Electrical Utility

- a. SETTY shall provide a load letter for electrical service upgrades related to SETTY's scope of services. Development of Structural Facility Drawings will be considered an additional service. Existing site utility plan to be surveyed and developed by others. Exact routing and profile of underground electrical ductbanks to be determined by the Civil and Structural Engineers.
- b. Development of a Net Energy Metering Application for any on-site renewable energy power generation systems will be considered an additional service.
- c. SETTY shall attend One (1) site meeting or coordination meetings with the electrical utility.
- d. Any deviations from an approved utility load letter shall be billed as an hourly additional service, including the following:
 - i. Utility transformer relocations
 - ii. Switchgear upgrades or relocations
 - iii. Service entrance reconfiguration
 - iv. Deviations from the utility standard details
 - v. Assisting contractor with site coordination
 - vi. Updating of electrical load calculations
- e. SETTY's services for electrical utility shall end with an approved load letter and from this point, the contractor shall be the main point of coordination for the electrical service. Design & evaluation of existing service /upgrade will be done by SETTY.
- f. Coordination and design for temporary power and site construction power is not included. Contractor to carry this services as part of their bids.
- g. Rebate calculations type documentation is not included.
- h. Power modeling or voltage surge design by others.

2. Water and Sanitary Utility

- a. SETTY shall provide calculations to civil engineer for water demand and sanitary demand.
- b. Stormwater regulation compliance by others.
- c. Water quality testing is not included.
- d. Sanitary, storm and manhole design outside of the building footprint is by others.
- e. Backflow preventer and backwater forms are by others.
- f. Changes in flow data to building service after initial flow test causing re-design are excluded.
- g. Submission of water load letter shall be by others.

3. Gas Service

- a. SETTY shall provide calculations to civil engineer for gas load demand.
- b. Submission of gas load letter to utility is by others.

4. Telcom, Fiber and Cable

- a. SETTY shall coordinate HVAC and electrical power requirements for the telecom head-end equipment inside of the building only.
- b. Design of telecom service, associated equipment and coordination with the utility provider shall be by others.

Attachment D – Hourly Breakdown

Town of Christiansburg
COST DERIVATION
for
Task Order RFP#235000011 for the Town of Christiansburg

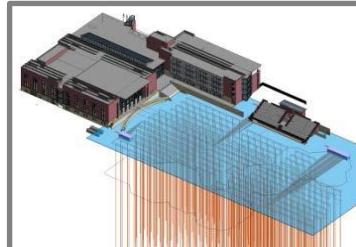
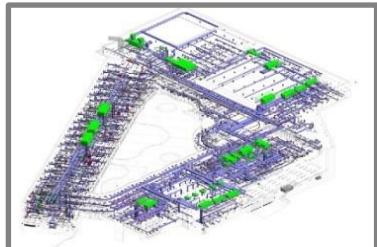
6/3/2024

Task Description	Manhours							Subtotal
	Principal	Technical Director	Project Manager	Sr. MEP Engineer	MEP Engineer	Designer	Administrative	
	\$336.00	\$240.00	\$223.00	\$212.00	\$183.00	\$156.00	\$110	
Task 1: Project Management				6				1.5
Contract administration/invoicing								7.5
Task 2: Construction administration services				0				0
Package CAD files for Contractor's use			1	1	0			4
Pre construction meeting prep					36			2
Site visits (2) by Engineers					12			36
Onsite preconstruction meeting (1) by Engineers				10				12
Construction progress meetings and agenda and summary (10)				10				10
Construction Progress - Ongoing Schedule Review (10)				10				10
Shop drawings and submittal review				10				0
Submittal coordination/Submittal log					32			10
Mechanical					6			42
Electrical					4			26
Plumbing/FP					4			14
RFI responses/Clarifications								0
Mechanical					8			32
Electrical					4			16
Plumbing/FP					2			8
Sketches and record drawings					4			36
Change order evaluations upto 3				2	8			18
	Subtotal Hours	0	1	39	96	118	28	1.5
	Subtotal Labor Cost	\$0.00	\$240.00	\$8,697.00	\$20,352.00	\$21,594.00	\$4,368.00	\$165
Tasl 3: Resident Project Representative (RPR) Services								0
On-site resident Project Representative (Upto 10hrs/wk; 24 wks)			1	1	6	238		246
Pay Application receive/review						12		12
Punch list						12		12
	Subtotal Hours	1	1	6	0	262	0	0
	Subtotal Labor Cost	\$336.00	\$240.00	\$1,338.00	\$0.00	\$47,946.00	\$0.00	\$49,860.00
	Total Labor Costs	\$ 105,276.00						
	Total Subconsultant Allowance	\$ -						
	Other Direct Costs	\$ 58,800.00						
	Total Estimated Costs	\$ 164,076.00						

	Quantity	Units	Unit Cost	Unit	Total Cost
Virtual Meeting (Design Team 10 meetings with 4 attendees/meeting)	40	meetings	\$ 200.00	per meeting	\$ 8,000
Mileage (320 miles per round Trip)	13440	miles	\$ 0.630	per mile	\$ 8,500
Hotel Site Survey (Design staff, 3 people for 3 trips)	9	nights	\$ 196.00	Per night	\$ 1,800
Travel Time (Design Staff, 3 people for 3 site visit - 4 hours per trip)	36	Hours	\$ 183.00	per trip	\$ 6,600
Hotel (CA Staff, 3 people for 3 trips)	9	nights	\$ 196.00	per night	\$ 1,800
Travel Time (CA Staff, 3 people for 3 site visit - 4 hours per trip)	36	Hours	\$ 183.00	per trip	\$ 6,600
Hotels (RPR)	24	nights	\$ 196.00	per night	\$ 4,700
Travel Time (RPR Staff)	96	Hours	\$ 183.00	per trip	\$ 17,600
Per Diem (9 count CA Staff + 24 Count RPR Staff)	42	days	\$ 75.00	per day	\$ 3,200
					\$ 58,800

SETTY

Aviation & Transportation | Community & Cultural | Defense & Aerospace | Education (Higher Ed) | Education (K-12) | Healthcare & Wellness | Hospitality | Laboratories | Libraries | Mission Critical | Mixed Use | Public Safety | Religious | Residential & Housing | Retail | Stadium & Arena | Workplace



TOWN OF CHRISTIANSBURG
Professional Services Contract for
HEATING VENTILATION AND AIR CONDITIONING (HVAC) EVALUATION,
STUDY, AND DESIGN FOR THE CHRISTIANSBURG AQUATIC CENTER
CONTRACT NO. 237000040

This Professional Services Contract ("Contract") is made this 7th day of Feb. 2023, by and between the **TOWN OF CHRISTIANSBURG, VIRGINIA**, 100 East Main Street, Christiansburg, VA 24073 (hereinafter referred to as "Town"), and **SETTY & ASSOCIATES, LTD.**, 300 East Main Street, Suite 307, Charlottesville, VA 22902 (hereinafter referred to as "Engineer").

CONTRACT COORDINATORS

The Town Contract Manager is Michael Kelley, and the Engineer Contract Manager is Joseph A. D'Alu. The Contract Managers can be contacted at the addresses and phone numbers listed below.

NOTICES

Notices sent pursuant to this Contract shall be sent to the following:

Town Contract Manager:

Michael Kelley, Engineering Director
Town of Christiansburg
100 East Main Street
Christiansburg, VA 24073
(540) 382-6120
mkelley@christiansburg.org

Engineer Contract Manager:

Joseph A. D'Alu, Project Manager
Setty & Associates, Ltd.
300 East Main Street, Suite 307
Charlottesville, VA 22902
434-270-2201
Joe.DAlu@setty.com

SECTION 1: DESCRIPTION OF SERVICES

The Project Description and Scope of Services for this Contract shall be as set forth in the Engineer's Scope of Services & Fee Proposal, dated January 24, 2023, included and incorporated herein as Exhibit A. The services required under this Contract may be referred to as the "Services" or the "Work." Additional services identified in Exhibit C may be awarded by contract amendment at a future date.

SECTION 2: TIME OF PERFORMANCE

The Contract period shall commence on the date of this Contract and shall terminate on June 30, 2024. The anticipated project schedule shall be as set forth in Exhibit A.

SECTION 3: COMPENSATION

The total amount to be paid to the Engineer by the Town is **\$28,425.00** as set forth in the Fee Summary, Exhibit A. This amount includes:

Invoices for completed services shall be submitted by the 5th of the month, and payments shall be made by the 5th day of the following month. Payments shall be made provided the submitted invoice is accompanied by adequate supporting documentation and is approved by the Town.

All work compensated for under this Contract, including partial payments, shall become the property of the Town without restrictions or limitations. Work under this Contract shall include, but not be limited to, sketches, tracings, drawings, computations, details, design calculations, plans, electronic files, and other related documents. The Engineer shall not be held liable for any reuse of the work and shall not be held liable for any modifications made to the work by others.

All invoices relative to this Contract must contain the Contract number and are to be sent to the attention of Valerie Tweedie, Finance Director, Town of Christiansburg via email at acctspayable@christiansburg.org.

Engineer agrees that no payment, final or otherwise, received from the Town shall be an acceptance of any services not in accordance with the Contract, nor shall the same relieve the Engineer of any responsibility for any negligent errors or omissions in connection with the services contemplated under this Contract or operate to release the Engineer from any obligation under the Contract.

Engineer agrees to pay its subcontractor(s) within seven (7) days of Engineer's receipt of payment from the Town for the proportionate share of the payment received for work performed by the subcontractor(s) under this Contract; or notify the Town and the subcontractor(s), in writing, of the Engineer's intention to withhold payment and the reason. Engineer will pay subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the Engineer's contract with subcontractor) on all amounts owed by Engineer that remain unpaid seven (7) days following receipt of payment from the Town, except for amounts withheld as stated above. The date of mailing of any payment by U. S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier contractor performing work for Engineer under this Contract. Engineer's obligation to pay an interest charge to a subcontractor may not be construed to be an obligation of the Town. Any such contract awarded shall further require Engineer to include in each of its subcontracts a provision requiring each

subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.

SECTION 4: CONFORMANCE WITH RFP AND PROPOSAL

The materials supplied and/or work required herein shall be performed in accordance with the Request for Proposal (RFP) titled “HEATING VENTILATION AND AIR CONDITIONING (HVAC) EVALUATION, STUDY, AND DESIGN FOR THE CHRISTIANSBURG AQUATIC CENTER” dated October 13, 2022, (Exhibit C) including all addenda, appendices, and forms, including the Town’s General Terms and Conditions (Exhibit B), the Engineer’s response to RFP (Exhibit D), the Engineer’s Proposal (Exhibit A), and the Engineer’s Certificate of Liability Insurance (Exhibit E). All documents attached as Exhibits hereto are incorporated in the Contract by reference.

SECTION 5: ASSIGNMENT

Engineer shall not delegate, sublet, or subcontract any part of the services required under this Contract or assign any monies due it hereunder without first obtaining the written permission of the Town.

Engineer shall not furnish any services under this Contract by obtaining such services outside the Engineer's organization unless the Engineer shall first make written request to the Town and obtain Town's written approval of the proposed contract between the person(s) or firm and the Engineer which shall outline the services to be performed and the charges for the same. Such contracts shall be subject to approval by the Town. Two copies of the executed contract shall be submitted to the Town for approval prior to the services being performed. The Engineer shall be solely responsible for all costs and expenses in connection with any such contracts.

SECTION 6: TERMINATION

- A. If Engineer refuses or fails to prosecute the Work with such diligence as will insure its completion within the time allowed in any Task Order, or as modified in writing by the parties, or otherwise fails to fulfill any of its contractual obligations to the Town, where such failure constitutes a material breach of this Agreement, the Town by written notice to Engineer, may terminate Engineer's rights to proceed and may take over the services and arrange to provide the same to completion by contract or otherwise. In such case, the Engineer shall be liable to the Town for any damages allowed by law, and upon demand of Town shall promptly pay the same to Town. Town shall undertake commercially reasonable efforts to mitigate any damages.

B. The Town may terminate this Contract with or without cause by giving Engineer a 60-calendar day notice in writing of the Town's intent to terminate this Contract. Upon delivery of said notice and expiration of the 60-day calendar period, Engineer shall deliver all materials to the Town and discontinue all services in connection with this Contract and proceed to cancel promptly all related existing third-party contracts. In the event of termination, the Engineer will be paid for all services and allowable expenses rendered to the date of termination. Town shall not be liable to the Engineer for services performed, lost profit, overhead, or any other losses or costs of any type after the date of such termination notice.

SECTION 7: APPROPRIATION APPROVAL

Engineer acknowledges that the Town's performance and obligation to pay under this contract is contingent upon appropriation of the funds by the Town Council. Engineer agrees that in the event such appropriation is not forthcoming, this Contract may be terminated by the Town and that no charges or penalties or other costs shall be assessed.

SECTION 8: CHANGES TO THE CONTRACT

The Town reserves the right to order work changes in the nature of additions, deletions, or modifications, and agrees to make corresponding adjustments in the Contract price and time for completion if appropriate, subject to the following:

- A. All changes will be authorized by a written change order signed by the Town Manager or his designee representing the Town. Work shall be changed, and the contract price and completion time shall be modified only as set out in the written change order.
- B. Any additional goods or services to be provided shall be of a sort that is ancillary to the contract goods or services, or within the same broad product or service categories as were included in the contract award.
- C. A public contract may include provisions for modification of the contract during performance, but no fixed-price contract may be increased by more than twenty-five percent (25%) of the amount of the contract or \$50,000, whichever is greater, without the advance written approval of the Town Council. In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relieving the Engineer from the consequences of an error in its Proposal.
- D. The Town may order changes within the general scope of this Contract at any time by written notice to Engineer. Changes within the scope of the Contract include, but are not limited to, things such as services to be performed or reimbursement of expenses.

Engineer shall comply with the notice upon receipt unless Engineer intends to claim an adjustment to compensation, schedule, or other contractual impact that would be caused by complying with such notice, in which case Engineer shall, in writing, promptly notify the Town of the adjustment to be sought, and before proceeding to comply with the notice, shall await the Town's written decision affirming, modifying, or revoking the prior written notice. If the Town decides to issue a notice that requires an adjustment to compensation, Engineer shall be compensated for any additional costs incurred as the result of such order and shall give the Town a credit for any savings. Said compensation shall be determined by one of the following methods:

- 1) By mutual agreement between the parties in writing; or
- 2) By agreeing upon a unit price or using a unit price set forth in the Contract, if the work to be done can be expressed in units, and the Engineer accounts for the number of units of work performed, subject to the Town's right to audit the Engineer's records and/or to determine the correct number of units independently; or
- 3) By ordering Engineer to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided herein. The same markup shall be used for determining a decrease in price as the result of savings realized. Engineer shall present the Town with all vouchers and records of expenses incurred and savings realized. The Town shall have the right to audit the records of Engineer as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to the Town within thirty (30) days from the date of receipt of the written order from the Town.

E. If the parties fail to agree on an adjustment in the contract price or time for performance, the dispute shall be resolved in accordance with the procedures set forth in Virginia Code § 2.2-4363.

F. Neither the existence of a claim nor a dispute resolution process, litigation, or any other provision of this Contract shall excuse Engineer from promptly complying with the changes ordered by the Town or with the performance of the Contract generally.

SECTION 9: CONTRACTUAL DISPUTES

Contractual claims shall be resolved only as set forth in Virginia Code § 2.2-4363, which is incorporated herein by reference.

SECTION 10: ADDITIONAL REQUIREMENTS

A. **Antidiscrimination:** Engineer shall comply with the provisions of the Federal Civil Rights Act of 1964, as amended, the Virginia Fair Employment Contracting Act of 1975, as amended, the Virginians with Disabilities Act, the Americans with Disabilities Act, and section 2.2-4311 of the Virginia Public Procurement Act.

- 1) During the performance of this Contract, Engineer agrees as follows:
 - a. Engineer will not discriminate against any subcontractor, employee, or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by State law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Engineer. The Engineer agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - b. Engineer, in all solicitations or advertisements for employees placed by or on behalf of the Engineer, will state that such Engineer is an equal employment opportunity employer.
 - c. Notices, advertisements, and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
- 2) Engineer will include the provisions of 1) above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

B. **Drug-Free Workplace:** During the performance of this Contract, the Engineer agrees to (i) provide a drug-free workplace for the Engineer's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Engineer's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on

behalf of the Engineer that the Engineer maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor. For the purpose of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to an Engineer, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

- C. **Immigration Reform and Control Act of 1986:** Engineer does not and shall not during the performance of this Contract for goods and services in the Commonwealth knowingly employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986.
- D. Engineer agrees that the Town's failure to enforce or require performance of any term or condition of this Contract or the Town's waiver of any particular breach of this Contract by the Engineer extends to that instance only. Such waiver or failure is not and shall not be a waiver of any of the remaining terms or conditions of this Contract or a waiver of any other breaches of the Contract by the Engineer and does not bar the Town from requiring the Engineer to comply with all the terms and conditions of the Contract and does not bar the Town from asserting any and all rights and/or remedies it has or might have against the Engineer under this Contract or by law.
- E. If any provision of this Contract, or the application of any provision hereof to a particular entity or circumstance, shall be held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Contract shall not be affected and all other terms and conditions of the Contract shall be valid and enforceable to the fullest extent permitted by law.
- F. Pursuant to 2.2-4311.2 of the Code of Virginia (1950), as amended, if the Engineer is organized as a stock or non-stock corporation, limited liability company, business trust, or limited partnership or registered limited liability partnership, Engineer shall provide documentation acceptable to Town establishing that Engineer is authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia (1950), as amended, or as otherwise provided by law. The Engineer shall not allow its existence to lapse or its certificate of authority to be revoked or cancelled at any time during the term of this contract. The

Town may void this Contract if Engineer fails to remain in compliance with the provisions of this section.

- G. Engineer acknowledges that some tasks assigned may be a federally funded, Virginia Department of Transportation (VDOT) project, locally administered through the Town of Christiansburg. Engineer agrees to comply with all federal and state requirements applicable to the services provided by Engineer under this Contract.
- H. Nothing herein shall be construed as authority for either party to make commitments which will bind the other party beyond the scope of service contained herein.

SECTION 11: ENTIRE AGREEMENT

The written terms and provisions of this Contract shall supersede all prior verbal statements or representations of any official or representatives of the Town. Such statements shall not be effective or be construed as entering into, or forming a part of, or altering in any manner whatsoever, this Contract or Contract Documents. This Contract for the Project awarded constitutes the entire agreement between the Engineer and the Town and may be amended only by written instrument signed by both the Engineer and the Town.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be duly executed intending to be bound thereby.

ENGINEER:

By: Boggarm Setty

TOWN OF CHRISTIANSBURG

By: Randy Wingfield

Print Name/Title: Boggarm Setty, P.E., FASHRAE Print Name/Title: Randy Wingfield

CEO & Founder

Town Manager

Date: 02-06-2023

Date: 2-7-23

APPROVED AS TO FORM:

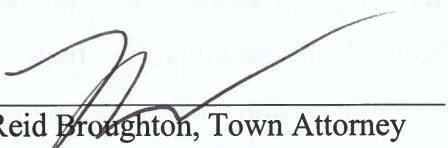

N. Reid Broughton, Town Attorney

EXHIBIT A

Mechanical | Electrical | Plumbing | Fire Protection | LEED
Modeling | Commissioning | Master Controls Integration |
Sustainable Design | Forensic Engineering | Project Management
| Building Sciences | Design-Build

SETTY

Town of Christiansburg Christiansburg Town HVAC Christiansburg, VA Fee Proposal

January 24, 2023



Setty & Associates, Ltd.
300 East Main Street, Suite 307
Charlottesville, VA 22902
P: 434-270-2201 | F: 703-389-2161

Charlottesville, VA
Fairfax, VA
New York, NY
Washington, DC
Baltimore, MD
Atlanta, GA
Philadelphia, PA
Mysore, India

January 24, 2023

Mr. Mark Hamric
Town of Christiansburg
100 E Main Street
Christiansburg, VA 24073

Setty & Associates, Ltd.

300 East Main Street, Suite
307
Charlottesville, VA 22902
P: 434-270-2201
F: 703-389-2161

www.setty.com

Atlanta, GA
Baltimore, MD
Charlottesville, VA
Fairfax, VA
New York, NY
Philadelphia, PA
Washington, DC
Mysore, India

Via Email: mhamric@christiansburg.org

Subject: Christiansburg Town HVAC
Christiansburg, VA

Dear Mr. Hamric:

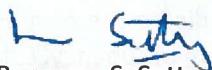
SETTY is pleased to submit our fee proposal for subject project. Our fee is based on our understanding of the scope of work, which is presented in detail on the following pages. Please review to ensure that our scope aligns with your expectations.

SETTY consistently ranks as one of the Top nationwide M/E/P Giants, according to Consulting Specifying Engineer Magazine, a distinguishing ranking given to firms who provide cutting edge professional engineering services. With an in-house staff of dedicated Professional Engineers, Commissioning Agents, Certified Energy Managers, Certified Energy Modelers, Certified Construction Managers, Controls Engineers and LEED Accredited Professionals, our firm represents a unique combination of highly qualified professionals, able to respond to your project needs with all required disciplines. SETTY's in-house disciplinary expertise includes Mechanical, Electrical, Plumbing and Fire Protection Engineering as well as Commissioning. Additional disciplines can be drawn upon from SETTY's industry partners.

To learn more about SETTY's services and clients, please see the information sheet attached at the end of this document.

I appreciate the opportunity to provide our fee proposal and look forward to your response. Should you require additional information, please contact me.

Sincerely,



Boggarm S. Setty, P.E., ASHRAE Fellow, AEE Fellow
CEO & Founder
Setty & Associates, Ltd.

Mechanical Engineering
Electrical Engineering
Plumbing Engineering
Fire Protection Engineering
Energy Modeling
Commissioning
Master Controls Integration
Forensic Engineering
Project Management
Construction Management

MECHANICAL, ELECTRICAL & PLUMBING DESIGN ENGINEERING SERVICES

To: Mr. Mark Hamric
Town of Christiansburg
100 E Main Street
Christiansburg, VA 24073

Date: January 24, 2023
Project: Christiansburg Town HVAC
Location: Christiansburg, VA

Email: mhamric@christiansburg.org

Project Description: Our base scope includes MEP/FP Engineering Consulting services in support of Task I as defined in The Town of Christiansburg RFP #235000011. Task I includes the development of a Project Overview Technical Memorandum (POTM) for the Christiansburg Aquatic Center HVAC Systems. The Christiansburg Aquatic Center is 64,000sf and the HVAC systems are nearing their lifecycle end resulting in sub-optimal operation and increased maintenance and operation costs. The POTM will include a wholistic evaluation of the HVAC systems and provide considerations for new equipment with cost considerations such as upfront capital investment, maintenance costs, and operational costs as well as serviceability and availability of components. Other improvements to related ancillary systems will be evaluated to ensure that it is meeting the needs of the facility and staff.

This proposal is focused only on Task I as outlined below. Task II (Preliminary Engineering Report) and Task III (Design services) are excluded from the base fee below and will be defined in separate proposals or addendums to this proposal. The scope of Task I is limited to HVAC and related systems only. Other aspects of the facility to include but limited to building envelope, architectural, ADA, and pool related systems are excluded from this project. Structural scope is expected to be minimal and limited to identification of structural considerations that need to be made relative to HVAC equipment replacement recommendations.

This proposal is offered based on our understanding of the project requirements as defined in RFP #235000011 and other documents furnished by the Town of Christiansburg.

A. SCOPE OF ENGINEERING SERVICES

TASK I: PROJECT OVERVIEW TECHNICAL MEMORANDUM (POTM)

- a. **Design Conditions:** The Engineer shall provide known design conditions contributing the process selection and sizing. The following conditions will be included (at minimum): current HVAC and dehumidification design conditions, mechanical equipment, electrical service, and maintainability. The Engineer shall provide an air quality assessment for trichloramine under current operating conditions based on physical survey and site observations.
- b. **Process Requirements:** The Engineer shall indicate the proposed process unit performance capabilities for industry standard and maximum occupancy. Estimated annual operating costs of the process units shall also be provided.
- c. **System Areas (SA):** The Engineer shall provide SA recommendations, with anticipated planning level cost estimates at each SA based on the stated design conditions. The recommendations will identify which processes/equipment, and sizes will be required to meet current and future Model Aquatic Health Code (MAHC) and American Society of

Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) standards. At the time of this scope development, the Town is suggesting the PER be broken into the following SA's to include the following major areas:

- SA1: Air Quality
- Air Handling Equipment and Ductwork
- SA2: Dehumidification and reuse
- SA3: Mechanical Room Ventilation
- SA4: Electrical
- SA5: Climate System Automation and Remote Control
- SA6: Structural

d. Schedule: The Engineer shall provide a schedule depicting duration of recommended PER activities, major milestones, and deliverables. The schedules will be prepared with a large format PDF output, including a Gantt chart.

e. Cost: The Engineer will provide a proposed cost for the recommended PER.

1. Expectations:

SETTY's understanding of the project and ability to execute to our best level of effort is contingent on our ability to communicate with our clients. Toward this end, it is our expectation that the Architect of Record shall provide the following to SETTY:

- a. A ratified contract or written Notice to Proceed
- b. Construction budget and MEP budget
- c. Client's invoicing procedures/requirements
- d. Client/Owner design guidelines/requirements (if applicable)
- e. Existing building M/E/P/FP drawings (If existing drawings are not available, fee will be modified.) Not applicable for new construction.
- f. All submissions and deliverables will be electronic. Printing by others. Printing done at request of client will be billed at the rates shown under "Reimbursable Expenses" in Section B of this document.
- g. For electronic submissions/deliverables, Client must provide file and drawing naming and numbering conventions at least one week prior to submission. If the drawing naming and numbering conventions change just before the Permit submission, necessitating changes to the MEP design drawings, we reserve the right to request additional compensation.
- h. Architectural CAD backgrounds or Revit model must be provided to Engineer and must include but not be limited to the following:
 - i. Reflected ceiling plans with energy code compliant lighting, power/communication plans showing all power receptacles and Data/Voice (IT) outlet locations, with all equipment delineated with corresponding equipment cut sheets and/or schedules, details/millwork/elevations
 - ii. Structural CAD files or Revit model must be provided to Engineers for coordination.
 - iii. Site utility plans showing the exact location, inverts and elevation of all underground utilities

2. Meetings:

An initial Site Survey will be held in person. Additional meetings for project kick off, POTM draft review and final QC POTM review meetings shall be held virtually. Additional in person meetings will be considered add services and billed at a rate of \$750 per occurrence.

Supplementary Services / Exclusions: See Attachment A

B. FEES

Basic Fee: The fee for services will be TWENTY-ONE THOUSAND NINE HUNDRED TWENTY-FIVE DOLLARS AND NO CENTS (\$21,925.00).

Site Survey (with Travel)	\$7,000.00
Preliminary 75% Draft	\$10,020.00
Final 95% Draft	\$2,505.00
PM & QA/QC	\$2,400.00
Base Total	\$21,925.00
Cost Estimator Allowance	\$3,000.00
Trichloramine Testing/Analysis Allowance	\$3,500.00

Reimbursable Expenses: The following expenses will be reimbursable.

Plotting and printing drawings by size per drawing:

36x48=\$3.40, 30x42=\$2.50, 24x36=\$1.70

Deliveries at \$50.00 a trip. Travel mileage @ \$0.655/a mile.

Supplementary Fee: The fee for supplementary services, if any, will be negotiated when the supplementary scope of work is defined. See Attachment A for the list of services considered supplementary.

C. TERMS AND CONDITIONS

This proposal is based on the design services being performed on a continuous basis starting in calendar year 2023. POTM Phase Services fees have been established premised on a duration of 4 months, starting with the Notice to Proceed and terminating with the submission of final POTM Documents. If the work is prolonged beyond initial understandings or interrupted for more than thirty (30) calendar days, SETTY reserves the right to renegotiate the fee. Expedited production schedules are available but may require an overtime premium to be included in the fee. Standard turnaround schedules for construction phase services are ten (10) days for submittals and five (5) days for Request for Information (RFIs). All required construction phase field visits and/or meetings must be scheduled one (1) week in advance.

Rates: Rates are per the IDIQ otherwise, the rates shall be as follows:

Principal:	\$307.00/hr.	Office Director:	\$240.00/hr.
Project Executive:	225.00/hr.	Project Manager:	199.00/hr.
Sr. Mechanical Engineer:	193.00/hr.	Mechanical Engineer:	167.00/hr.
Sr. Electrical Engineer:	203.00/hr.	Electrical Engineer:	167.00/hr.
Sr. Plumbing/FP Engineer:	193.00/hr.	Plumbing/FP Engineer:	167.00/hr.
Designer:	142.00/hr.	BIM/CAD Coordinator:	102.00/hr.
Sr. Commissioning Agent:	210.00/hr.	Commissioning Agent:	169.00/hr.
CA Coordinator:	140.00/hr.	Administrative/Clerical:	97.00/hr.

These rates are subject to 5% yearly escalation. For hourly billings and hourly services, the year when services are performed shall be subject to those corresponding yearly rates.

Payments: Invoices shall be submitted either upon completion of such services or on a monthly basis. Invoices shall be payable upon receipt. Failure to notify SETTY of any contention with regard to the invoice within five (5) working days of receipt of an invoice shall constitute a waiver of claim with respect to the content or accuracy of the invoice, as well as the acceptance of services. If the invoice is not paid within thirty (30) days, 1.5% monthly interest will be applied to the unpaid balance. SETTY reserves the right to withhold drawings and specifications at any submission if no contract or payments are outstanding over ninety (90) days. SETTY may, without waiving any claim or right against the Client, terminate the service for lack of payment. SETTY shall have the right to collect from the Owner or Client all reasonable costs and necessary disbursements including but not limited to legal fees, interest payments, court costs, lost wages and attorneys' fees incurred in enforcing this Agreement.

Termination: In the event this agreement is terminated, SETTY shall be paid for all completed work, work in progress, reimbursable expenses, and commitments incurred up to and including the date of termination, including anticipated profit for the services performed, and shall be paid at its normal rates for reasonable termination costs, which include the time expended in properly and safely terminating its services, closing its files, and in completing work as necessary for the orderly closing of the project. SETTY agrees, at the request of Owner/Client, to generate a final report on the technical services performed to the date of termination, and all cost associated with the development of such report shall be included in the termination costs.

SETTY may terminate this Agreement if conditions or hazards are encountered that differ materially from expected conditions and hazards or that make performance of the services impracticable.

Reduction: Payments hereunder shall not be subject to reduction or setoff for any liability of any nature whatsoever arising independently from this project.

D. LIMITATION OF LIABILITY

The risks have been allocated such that the Owner/Client agrees to the fullest extent permitted by law that the design professional's total liability to Owner/Client for any and all injuries, claims, losses, expenses, damages or claims expenses arising out of this agreement from any cause or causes shall not exceed the total amount of the fee for this Project. Such causes include, but are not limited to, design professional's negligence, errors, omissions, strict liability, breach of contract and breach of warranty. In no event will SETTY be liable under any provision of this Agreement or otherwise for any special, incidental, indirect, consequential or punitive damages or the loss of profit, revenue, or data

even if SETTY has been advised of the possibility of such loss or damage. Owner/Client acknowledges that the pricing structure for the services under this Agreement has been established in accordance with the foregoing allocation of risks.

All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or related to this Agreement shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. Any agreement or consent to arbitrate will be governed by the prevailing law of any court having jurisdiction. Notice of demand for arbitration must be filed in writing with the other parties to this Agreement and with the American Arbitration Association, under the laws of the District of Columbia. The award rendered by the arbitrators will be final, not subject to appeal, and judgment may be entered upon it in any court having jurisdiction.

E. WAIVER OF SUBROGATION

To the extent damages are covered by property insurance during construction, the Owner and the Engineer waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance, General Conditions of the Contract for Construction, current as of the date of this Agreement. The Owner or Engineer, as appropriate, shall require of the contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

F. MISCELLANEOUS

In the event that Owner/Client (a) files for bankruptcy; (b) becomes or is declared insolvent, or is the subject of any proceedings related to its liquidation, insolvency or the appointment of a receiver or similar officer for it; (c) makes an assignment for the benefit of all or substantially all of its creditors; or (d) enters into an agreement for the composition, extension, or readjustment of substantially all of its obligations, then SETTY may terminate this Agreement immediately.

SETTY does not make any warranties, representations or guarantees regarding the services provided under this Agreement, and SETTY specifically disclaims and does not make any implied warranties with respect to the services, including without limitation, warranties of merchantability or fitness for a particular purpose.

If no time for acceptance of submissions is specified elsewhere in this Agreement, then acceptance of a submission shall occur upon delivery to Client. If Client does not provide comments within the time indicated elsewhere in this Agreement, or a specific time to provide comments is not listed, a submission shall be considered accepted by Client upon delivery by Client. SETTY shall incorporate any comments received from Client (that are within the scope of this Agreement), as soon as reasonably practicable following receipt of those comments.

MEP Engineer's Reserved Rights and Client's Granted Rights. The designs, drawings, specifications and other documents prepared by SETTY for the project are instruments of SETTY's service for use solely with respect to the project and shall remain the property of SETTY, whether the project for which they are made is executed or not. Unless otherwise provided, SETTY shall be deemed the author of these documents and shall retain all common law, statutory and other reserved rights, including copyright. The Client shall have the right to retain copies, including reproducible copies, of SETTY's designs,

drawings, specifications and other documents for information and reference in connection with the Client's use and occupancy of the project. SETTY's designs, drawings, specifications or other documents shall not be used by the Client or others on other projects unless by Contract in writing and with appropriate compensation to SETTY.

If SETTY is in default of this Contract, title to and exclusive use of SETTY's designs, drawings, specifications and all related documents shall vest in the Client, but the Client shall indemnify and hold harmless SETTY and its officers and employees from any liability arising from the use or reuse of such documents without the assistance of SETTY, including costs of litigation, reasonable attorneys' fees and time spent by SETTY and its Subconsultants attending depositions and court proceedings.

G. INDEMNIFICATION

Owner/Client agrees to indemnify, defend and hold SETTY harmless from and against: (a) any and all claims, suits, causes of action or proceedings of any kind (in contract, tort or otherwise) ("Claims"), including without limitation Claims for personal injury, and any losses, liabilities and damages (including taxes and related penalties if applicable), and all related costs and expenses (including reasonable legal fees and disbursements and costs of investigation, litigation, judgment, appeal, interest and penalties) ("Losses") incurred or allegedly incurred by any third party, by reason of (i) the performance of the services under this Agreement for Client, (ii) any negligence or intentional misconduct of Client, or any of Client's employees, agents or other representatives, including but not limited to Claims and Losses relating to or allegedly relating to any deficiencies or defects in any report, drawings, plans, specifications, or design delivered hereunder as part of the services provided under this Agreement by SETTY, (iii) any negligence or intentional misconduct of any subcontractor of Client, or any of such subcontractor's employees, agents or other representatives, or (iv) the physical or environmental condition of the Client's worksite where SETTY may be performing services or the presence of any hazardous substance at a Client worksite where SETTY may be performing services; and (b) any and all Claims, including without limitation Claims for personal injury, and any Losses incurred by SETTY by reason of (i) any negligence or intentional misconduct of Client, or any of Client's employees, agents or other representatives, (ii) any negligence or intentional misconduct of any subcontractor of Client, or any of such subcontractor's employees, agents or other representatives, or (iii) the physical or environmental condition of the Client's worksite or the presence of any hazardous substance aboard the Client's worksite.

H. FORCE MAJEURE

SETTY shall have no liability for any failure to perform or delay in performance due to any circumstances beyond its reasonable control, including, but not limited to, strikes, riots, wars, fires, floods, explosions, acts of nature, acts of Government, labor disputes, delays in transportation, or inability to obtain material or equipment. In the event of any delay in performance due to any such circumstances, the time for performance of services authorized under this Agreement will be extended by a period of time necessary to overcome the effect of such delay, and Client will not be entitled to refuse performance or otherwise be relieved of any of its obligations under this Agreement.

I. COVENANT AGAINST HIRING

During the term of this Agreement, including any extension or renewal thereof, and for a period of one (1) year thereafter, Client agrees not to knowingly solicit for hire any technical or professional employee of SETTY assigned to this Agreement without the prior written consent of SETTY. This clause is not intended to restrict employees of SETTY from responding to employment advertisements and voluntarily applying for available employment in Client's company.

J. POST-OCCUPANCY

Services rendered after the building is occupied and after the contractor's substantial completion shall be subject to hourly services. Any services including but not limited to seasonal testing, system adjustments, contractor installation reviews, operator and occupant training, and MEP system troubleshooting shall be billed at the current year hourly rates. Prior to commencement of troubleshooting services in the post-occupancy phase, Client shall authorize SETTY in writing.

K. RELATIONSHIP OF PARTIES

It is the express intention of the Parties that in all matters, the Parties will act as "Independent Contractors" and not as an employee, agent, joint venture, or partner of the other Party. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between the Parties, and that: (a) The employees or agents of one Party will not be deemed to be employees or agents of the other for any purpose under any federal or state law, including, but not limited to Unemployment Insurance Law, Old Age Benefits Law, Social Security Law, Workman's Compensation Law, or under Internal Revenue or War Tax Legislation, or under any industrial law or otherwise; and (b) Neither Party shall have any right, power, or authority to create any obligation, express or implied, on behalf of the other except to the extent provided herein.

L. ACCEPTANCE

This Agreement is in accordance with communication and design direction from your firm. All of the terms and conditions of this proposal will be deemed accepted, whether or not the proposal is executed and returned, in the event that we receive working drawings or verbal instructions to proceed. This proposal with its attachments represents the entire and integrated agreement between the Engineer and Client and supersedes all prior negotiations, representations or agreements, either written or oral. This proposal may be amended only by written instrument signed by both Engineer and Client. If required, work will commence to meet project deadlines and this contract will be considered accepted within ten (10) days from the date shown on this Agreement, unless otherwise advised by you.

This proposal is valid for sixty (60) days from the date the offer is made as stated on the proposal cover.

Presented By:

Setty & Associates, Ltd.

(Signature)

(Date)

(Printed Name)

(Title)

Accepted By:

TOWN OF CHRISTIANSBURG

(Signature)

(Date)

(Printed Name)

(Title)

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Christiansburg Town HVAC \\Town of Christiansburg

Attachment A: Supplementary Services/Exclusions

GENERAL

1. Any work 5 feet beyond the building line
2. Value Engineering-Related Design Revisions
3. Participation in any Value Engineering, Cost Remediation, or similar activities
4. Foundation to Grade package or any separate permitting
5. Early demolition package
6. Accelerated design schedule (with reference to initial design schedule)
7. Separate design submissions due to design or construction phasing
8. Expedited Guaranteed Maximum Price (GMP) set that is due prior to Final CDs
9. Architectural or Structural or Civil design and survey work
10. MEP/FP Support for Other Structures
11. Underground and Overhead Site Utilities Beyond Site Boundary
12. Hazmat Materials or Underground Storage Tank (UST) Assessment, Testing and Abatement/Removal
13. Asbestos Abatement Investigation and Testing
14. Fueling Stations and related Maintenance Spaces
15. Utility services provider Service/Inspection Fees (if any)
16. Permit Fees
17. Permit expediting
18. Mechanical, Electrical or Plumbing Testing services
19. Commissioning or Retro-commissioning Services other than indicated in the base scope
20. Change order or contractor billing review and approval
21. Meetings associated with Contractor pre-bid or bid evaluation
22. Testing or installation of monitoring equipment. Installation of data loggers.
23. Computer Modeling for Building Performance Optimization
24. Building or system thermography
25. Vibration or Acoustic Analysis
26. Air and Water Flow Measurement Diagnostics
27. LEED Certification approval or guarantee of LEED rating/score
28. Energy Modeling
29. Presentations to or Coordination with Planning Councils, Commissions, or local jurisdictions
30. Formal Construction Management
31. Base building or centralized system analysis and associated design modifications unless specified in base scope
32. All printing other than what is specified
33. Variance and/or code modifications requests

ELECTRICAL

1. Lighting design, including selection of lighting fixtures, energy code compliance, and/or photometric calculations
2. Design of special electrical requirements/systems, including special raceways and cable tray systems for low voltage power distribution systems
3. New Incoming Service or Primary-Secondary Transformers
4. Design of low voltage systems (e.g., IT, Voice/Data, CATV, Security, Audio-Visual (A/V) and Cable-TV). We will provide only space, pathway, power and conditioning for such systems.
5. Arc Flash studies and/or electrical short circuit coordination studies
6. Street and Site Lighting
7. Active Solar Plants (Hydronic, PV)

PLUMBING

1. Landscape Sprinkler System, Pool, Fountain, or Water Park design
2. Water Flow Test/Fees
3. Gutter/Downspout/Scupper Design
4. Design of under slab or footer drainage systems

CONTROLS

1. Building Automation Interface Off-Site
2. Building Automation System for other than Mechanical systems

SETTY is an engineering consulting firm providing mechanical, electrical, plumbing and fire protection engineering as well as commissioning services. We consistently rank as one of the Top 100 M/E/P Giants, according to Consulting Specifying Engineer Magazine.

Our work experience includes all delivery stages, from project condition assessments and planning to project design and construction management. Perhaps unique among professional service firms, SETTY also provides design-build services, supporting not only that delivery method, but demonstrating an interface with construction contractors. We are especially committed to achieving client performance goals (such as Energy Use, LEED Ratings, Carbon Reduction Goals, Security, Productivity, Historic Preservation, Fire Safety, Reliability, Accessibility) and offer an integrated approach that helps assure that all goals are achieved.

Community & Cultural

- National Gallery of Art
- Fairfax County Park Authority
- Maryland-National Capital Park & Planning Commission
- D.C. Dept. of Parks & Recreation

Education (Higher Ed)

- City University of New York
- Gallaudet University
- George Mason University
- Georgetown University
- State University of New York
- University of the District of Columbia
- University of Maryland
- University of Virginia
- Virginia Tech

Education (K-12)

- Alexandria City Public Schools
- Baltimore City Public Schools
- District of Columbia Public Schools
- Fairfax County Public Schools
- KIPP Charter Schools
- Loudoun County Public Schools
- Manassas City Public Schools
- Prince George's County Public Schools

Healthcare & Wellness

- INOVA Hospitals
- The Johns Hopkins Hospital
- University of Maryland Medical Center

Hospitality

- MGM National Harbor
- Hyatt Centric Hotel - Philadelphia

Laboratories

- INOVA Center for Personalized Health
- National Institute of Standards and Technology
- USDA Agricultural Research Service

Libraries

- D.C. Public Libraries
- Lynchburg (VA) Public Library

Mixed Use

- Durham City Center
- Congress Heights Metro – DC
- Southwest Waterfront – DC
- Village Center – Arlington, VA

Stadium & Arena

- Audi Field – DC
- Washington Wizards Training Facility

Workplace

- CareFirst BlueCross BlueShield
- International Monetary Fund
- Morgan Stanley
- NASA
- The World Bank
- U.S. General Services Administration
- Verizon

SETTY

Aviation & Transportation | Community & Cultural | Defense & Aerospace | Education (Higher Ed) | Education (K-12) | Healthcare & Wellness | Hospitality | Laboratories | Libraries | Mission Critical | Mixed Use | Public Safety | Religious | Residential & Housing | Retail | Stadium & Arena | Workplace

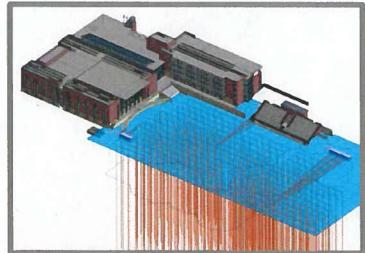
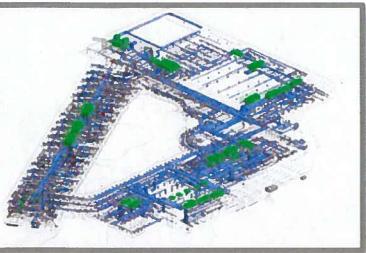


EXHIBIT B

**TOWN OF CHRISTIANSBURG
GENERAL TERMS AND CONDITIONS**

A. Acceptance of Proposals: Unless otherwise specified, all proposals submitted shall be valid for a minimum period of 60 calendar days following the date established for receiving proposals. At the end of the 60 calendar days the proposal may be withdrawn at the written request of the proposer. If the proposal is not withdrawn at that time, it remains in effect until an award is made or the solicitation is cancelled.

B. Anti-Discrimination: By submitting a proposal, proposer certifies to the Town of Christiansburg that it will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the *Virginia Public Procurement Act (VPPA)*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia*, § 2.2-4343.1E).

In every contract over \$10,000 the provisions in 1 and 2 below apply:

1. During the performance of this contract, the Engineer agrees as follows:

- a. The Engineer will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Engineer. The Engineer agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- b. the Engineer, in all solicitations or advertisements for employees placed by or on behalf of the Engineer, will state that such Engineer is an equal opportunity employer.
- c. Notices, advertisements and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting these requirements.

2. The Engineer will include the provisions of 1 above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

C. Antitrust: By entering into a contract, the Engineer conveys, sells, assigns, and transfers to the Town of Christiansburg all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the Town of Christiansburg under said contract.

D. Applicable Laws and Courts: This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of Montgomery County, Virginia. The Engineer shall comply with federal, state, local laws, and regulations.

E. Assignment of Contract: A contract shall not be assignable by the Engineer in whole or in part without the written consent of the Town of Christiansburg.

F. Availability of Funds: It is understood and agreed between the parties herein that the Town of Christiansburg shall be bound hereunder only to the extent of the funds available, or which may hereafter become available for the purpose of this agreement.

G. Proposal Pricing: Proposal price shall be negotiated between Engineer and the Town as required pursuant to the VPPA.

H. Changes to the Contract: Changes can be made to the contract in any of the following ways:

1. The parties may agree in writing to modify the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
2. The Town of Christiansburg may order changes within the general scope of the contract at any time by written notice to the Engineer. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, time for completion of performance, etc. The Engineer shall comply with the notice upon receipt. The Engineer shall be compensated for any additional costs

incurred as the result of such change to the contract and shall give the Town of Christiansburg a credit for any savings. Said compensation shall be determined by one of the following methods:

- a. By mutual agreement between the parties in writing; or
- b. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the Engineer accounts for the number of units of work performed, subject to the Town of Christiansburg's right to audit the Engineer's records and/or to determine the correct number of units independently; or
- c. By ordering the Engineer to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The Engineer shall present the Town of Christiansburg with all vouchers and records of expenses incurred and savings realized. The Town of Christiansburg shall have the right to audit the records of the Engineer as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to the Town of Christiansburg within thirty (30) days from the date of receipt of the written order from the Town of Christiansburg. If the parties fail to agree on an amount of adjustment, the question of an increase or decrease in the contract price or time for performance shall be resolved in accordance with the procedures for resolving disputes provided by the Disputes Clause of this contract. Neither the existence of a claim nor a dispute resolution process, litigation or any other provision of this contract shall excuse the Engineer from promptly complying with the changes ordered by the Town of Christiansburg or with the performance of the contract generally.

I. **Claims:** Contractual claims, whether for money or other relief, shall be submitted in writing to the Town Manager, Town of Christiansburg Office of the Town Manager, 100 East Main Street, Christiansburg, VA 24073, no later than sixty (60) days after final payment; however, written notice of the Engineer's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based. Nothing herein shall preclude a contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the goods. Pending claims shall not delay payment of amounts agreed due in the final payment (Code of Virginia, Section 2.2-4363). An Engineer may not institute legal action prior to receipt of the Town Manager's decision on the claim unless that office fails to render such decision within thirty (30) days. Failure of the Town to render a decision within thirty (30) days shall not result in the Engineer being awarded the relief claimed or in any other relief or penalty. The sole remedy for the Town's failure to render a decision within thirty (30) days shall be the Engineer's right to institute immediate legal action. The decision of the Town Manager shall be final and conclusive unless the Engineer, within six (6) months of the date of the final decision of the claim, institutes legal action as provided in the Code of Virginia, Section 2.2-4364.

J. **Clarification of Terms:** If any prospective proposer has questions about the specifications or other solicitation documents, the proposer should contact the individual whose name appears on the face of the solicitation no later than three (3) working days before the due date. The proposer may be asked to submit such questions in writing. Any revisions to the solicitation will be made only by addendum issued by the Town.

K. **Debarment Status:** By submitting a proposal, the proposer certifies that it is not currently debarred by the Commonwealth of Virginia from submitting proposals on contracts for the type of services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.

L. **Default:** In case of failure to deliver services in accordance with the contract terms and conditions, the Town of Christiansburg, after due oral or written notice, may procure such services from other sources and hold the Engineer responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which the Town of Christiansburg may have. In addition, the Town of Christiansburg reserves the right to cancel any orders placed that are not delivered by the date specified in the Invitation for Proposal.

M. **Drug-Free Workplace:** During the performance of this contract, the Engineer agrees to (i) provide a drug-free workplace for the Engineer's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Engineer's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Engineer that the Engineer maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every

subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to an Engineer, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

N. **Ethics in Public Contracting:** By submitting a proposal the proposer certifies that its proposal is made without collusion or fraud and that it has not offered or received any kickbacks or inducements from any other proposer, supplier, manufacturer or subcontractor in connection with its proposal, and that it has not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

O. **Facsimile and Email Proposals:** Facsimile or email unsealed proposals received in the Town of Christiansburg Purchasing Office prior to the time and date designated for proposal submission will be accepted. It is the proposer's responsibility to ensure these proposals are received by the Town of Christiansburg Purchasing Office. Facsimile or email proposals will not be accepted for sealed proposals.

P. **Immigration Reform and Control Act of 1986:** By submitting their proposal, the proposer certifies that it does not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.

Q. **Indemnification:** Engineer agrees to indemnify and hold harmless the Town of Christiansburg, its elected officials, officers, and employees from and against third-party claims, damages, losses, reasonable legal fees, costs, or other expenses arising out of the negligent acts, errors or omissions, recklessness or intentionally wrongful conduct of the Engineer or Engineer's agents, employees, or subconsultants in the performance of this Contract provided that such liability is not caused by or resulting solely from the negligence of the Town of Christiansburg.

R. **Late Proposals:** To be considered for selection, proposals must be received by the Town of Christiansburg Purchasing Office, 100 East Main Street, Christiansburg, VA 24073, by the designated date and hour. Proposals received in the Town of Christiansburg Purchasing Office after the date and hour designated are automatically disqualified and will not be considered. The Town of Christiansburg is not responsible for delays in the delivery of mail by the U.S. Postal Service, private couriers, or other means of delivery. It is the sole responsibility of the proposer to ensure that its proposal reaches the Town of Christiansburg Purchasing Office by the designated time and hour.

S. **Mandatory use of Town Form and Terms and Conditions:** Failure to submit a proposal on the official Town of Christiansburg form, if provided for that purpose, shall be a cause for rejection of the proposal. Modification of or additions to any portion of the Request for Proposal may be cause for rejection of the proposal; however, the Town of Christiansburg reserves the right to decide on a case-by-case basis, in its sole discretion, whether to reject such a proposal as nonresponsive. As a precondition to its acceptance, the Town of Christiansburg may, in its sole discretion, request that the proposer withdraw or modify nonresponsive portions of a proposal which does not affect quality, quantity, price, or delivery. No modification of or addition to the provisions of the contract shall be effective unless reduced to writing and signed by the parties.

T. **Nondiscrimination:** A proposer shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment. If the award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider.

U. **Payment:**

1. **To Prime Engineer:**
 - a. Invoices for services completed shall be submitted by the Engineer directly to the payment address shown on the purchase order/contract. All invoices shall show the Town of Christiansburg or state contract number and/or purchase order number; social security number (for individual Engineers) or the federal employer identification number (for proprietorships, partnerships, and corporations).

- b. Any payment terms requiring payment in less than 45 days will be regarded as requiring payment 45 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 45 days, however.
- c. All services provided under this contract or purchase order, that are to be paid for with public funds, shall be billed by the Engineer at the contract price.
- d. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.
- e. **Unreasonable Charges.** Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, Engineers should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the Town of Christiansburg shall promptly notify the Engineer, in writing, as to those charges which it considers unreasonable and the basis for the determination. An Engineer may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification. The provisions of this section do not relieve an agency of its prompt payment obligations with respect to those charges which are not in dispute (*Code of Virginia*, § 2.2-4363).

2. **To Subcontractors:**

- a. Contractor may retain Subcontractors and Suppliers for the performance of parts of the Work. Such Subcontractors and Suppliers must be acceptable to Owner. The Contractor shall include in any and all subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements as exist between the Contractor and its subcontractors with respect to each lower-tier subcontractor.
 - 1) In accordance with Virginia Code §§ 2.2-4354(1) and (2), the Contractor shall be liable for the entire amount owed to any subcontractor with which it contracts. The Contractor shall not be liable for amounts otherwise reducible due to the subcontractor's noncompliance with the terms of the contract. However, in the event that the Contractor withholds all or a part of the amount promised to the subcontractor under the contract, the Contractor shall notify the subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment. Payment by the party contracting with the contractor shall not be a condition precedent to payment to any lower-tier subcontractor, regardless of that contractor receiving payment for amounts owed to that contractor.
 - 2) The Contractor shall take one of the following courses of action within seven (7) calendar days after receipt of amounts paid to Contractor by Owner for Work performed by any Subcontractor under this Contract:
 - i) Pay the subcontractor for the proportionate share of the total payment received from the Owner attributable to the work performed by the subcontractor under that contract; or
 - ii) Notify the Owner and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.
 - 3) In accordance with Virginia Code §§ 2.2-4354 (3), individual contractors shall provide their social security numbers and proprietorships, partnerships, and corporations shall provide their federal employer identification numbers to the Owner, or in the case of a subcontractor, to the Contractor.
 - 4) In accordance with Virginia Code §§ 2.2-4354 (4) and (5), Contractor shall pay interest to the subcontractor on all amounts owed by the Contractor that remain unpaid after seven days following receipt by the Contractor of payment from the Owner for work performed by the subcontractor under that contract, except for amounts withheld as allowed in 7.06.A.2.
 - 5) Contractor shall pay interest on all amounts owed by the contractor subcontractor(s) on all amounts owed by the Contractor that remain unpaid after seven (7) days after receipt of payment by the Contractor from Owner for Work performed by such subcontractor(s) under this Contract, except for payments withheld as allowed pursuant to paragraph 6.06.A

above. Unless otherwise provided in this Contract, the rate of interest shall be one percent per month.

- 6) The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this section shall not be construed to be an obligation of the Owner. A contract modification shall not be made for the purpose of providing reimbursement for the interest charge. A cost reimbursement claim shall not include any amount for reimbursement for the interest charge.
- b. The Engineer is obligated to pay the subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the contract) on all amounts owed by the Engineer that remain unpaid seven (7) days following receipt of payment from the Town of Christiansburg, except for amounts withheld as stated in (2) above. The date of mailing of any payment by U. S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier Engineer performing under the primary contract. An Engineer's obligation to pay an interest charge to a subcontractor may not be construed to be an obligation of the Town of Christiansburg.

V. **Precedence of Terms:** The following General Terms and Conditions ANTI-DISCRIMINATION, ANTITRUST, APPLICABLE LAWS AND COURTS, CLARIFICATION OF TERMS, DEBARMENT STATUS, ETHICS IN PUBLIC CONTRACTING, IMMIGRATION REFORM AND CONTROL ACT OF 1986, MANDATORY USE OF TOWN FORM AND TERMS AND CONDITIONS, PAYMENT shall apply in all instances. In the event there is a conflict between any of the other General Terms and Conditions and any Special Terms and Conditions in this solicitation, the Special Terms and Conditions shall apply.

W. **Public Notice of Award:** Upon the award or the announcement of the decision to award a contract as a result of this solicitation, the Town of Christiansburg will publicly post such notice on the Town of Christiansburg website (www.christiansburg.org) if the amount of the transaction is \$30,000 or more. Award information may also be obtained by contacting the individual whose name appears on this solicitation.

X. **Qualification of Proposers:** The Town of Christiansburg may make such reasonable investigations as deemed proper and necessary to determine the ability of the proposer to perform the services and the proposer shall furnish to the Town of Christiansburg all such information and data for this purpose as may be requested. The Town of Christiansburg reserves the right to inspect proposer's physical facilities prior to award to satisfy questions regarding the proposer's capabilities. The Town of Christiansburg further reserves the right to reject any proposal if the evidence submitted by, or investigations of, such proposer fails to satisfy the Town of Christiansburg that such proposer is properly qualified to carry out the obligations of the contract and to provide the services contemplated therein.

Y. **Supremacy Clause:** Notwithstanding any provision in the proposer's response to the contrary, the proposer agrees that the terms and conditions contained in the Town of Christiansburg's RFP prevail over contrary terms and conditions contained in proposer's response.

Z. **Taxes:** Sales to the Town of Christiansburg are normally exempt from State sales tax. State sales and use tax certificates of exemption will be issued upon request. Deliveries against this contract shall usually be free of Federal excise and transportation taxes.

AA. **Testing and Inspection:** The Town of Christiansburg reserves the right to conduct any test/inspection it may deem advisable to assure goods/services conform to the specifications.

BB. **Termination:**

1. The Town may terminate this contract with or without cause by giving Engineer a thirty (30) day notice in writing. Upon delivery of said notice and upon expiration of the thirty (30) day period, Engineer shall discontinue all services in connection with the performance of this contract and shall proceed to cancel promptly all related third-party contracts. Termination of the Contract by the Town pursuant to this paragraph shall terminate all of the Town's obligations hereunder and no charges, penalties or other costs shall be due Engineer except for compensation of work timely and satisfactorily completed.
2. In addition to the Town's right of termination, either party may terminate this contract in the event the other party violates or fails to perform any covenant, provision, obligation, term, or condition contained in this contract, provided that unless otherwise provided in this contract, such failure or violation shall not be cause for termination if the defaulting party cures such default (if the default is susceptible to cure) within thirty (30) days of receipt of a written notice of default. The notice of default shall state the party's intent to terminate the contract if the default is not cured within a specified time period.

3. **Appropriation Approval.** Engineer acknowledges that the Town's performance and obligation to pay under this contract is contingent upon annual appropriation by Town Council. Engineer agrees that in the event that such appropriation is not forthcoming, the Town may terminate this contract and no charges, penalties, or other costs shall be assessed.

SPECIAL TERMS AND CONDITIONS

1. **Award:** The Town of Christiansburg will make the award to the proposal whose proposal is deemed the best value for the Town. The Town also reserves the right to reject any or all proposals, in whole or in part, to waive informalities and to delete items prior to making the award, whenever it is deemed in the sole opinion of the procuring public body to be in its best interest.
2. **Good Housekeeping:** In accordance with the Clean Water Act, established by the Environmental Protection Agency (EPA) and enforced by the Virginia Department of Environmental Quality (DEQ), the Town of Christiansburg is required to implement and enforce written procedures as part of the Municipal Separate Storm Sewer System (MS4) permit program requirements to prevent, to the maximum extent practicable, potential pollutants that will lead to a point discharge at a natural drainage way. The Town of Christiansburg's written procedures are provided in the Good Housekeeping/Pollution Prevention (GH/PP) manual provided to the Engineer. The Engineer shall employ good housekeeping practices outlined in the GH/PP manual and as directed in response to Town inspection reports on all Town properties and immediately remediate all spills containing potential pollutants as directed in the manual. If, through an audit or inspection, the EPA or DEQ renders fines to the Town on account of poor practices determined to be the fault of Engineer, the Town reserves the right to collect compensation from the Engineer. Engineers applying pesticides and herbicides shall provide evidence of appropriate certification in accordance with Virginia Law.

By signing the Contract, the Engineer acknowledges receipt of the GH/PP manual and certifies Engineer's understanding of its roles, responsibilities and liabilities associated with the Town's MS4 Program. If the Engineer has any questions during the term of this contract concerning the Good Housekeeping and Pollution Prevention Manual, the Engineer may contact the Town employee managing the contract, or in emergencies directly the Town of Christiansburg Engineering Department (540) 382-6120.

3. **Insurance:** Contractor certifies that it and its subcontractors, if any, will have the insurance coverage set forth below at the time the contract is awarded and that such insurance will be maintained during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission. The "Town of Christiansburg, its officers, agents, and employees," shall be named as additional insured on a primary basis and so endorsed on the policy. Such additional insured status shall be primary without participation by the Town's insurers.

Each required insurance policy shall provide at least 30 days' written notice of cancellation to the Town of Christiansburg.

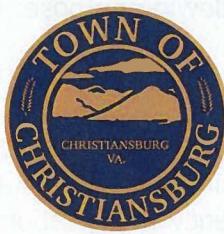
If the liability insurance is issued on a "claims made" basis, the contractor must either:

- a. Agree to provide certificates of insurance evidencing the General Liability coverage for a period of two (2) years after final payment for the Contract. This certificate shall evidence a "retroactive date" no later than the beginning of the contractor's work under this Contract, or
- b. Purchase the extended reporting period endorsement for the policies in force during the term of this Contract and evidence the purchase of this extended reporting period endorsement by means of a certificate of insurance and a copy of the endorsement.

MINIMUM INSURANCE REQUIRED:

- a. Workers' Compensation: Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer.
- b. Employer's Liability:
 - i. Each Accident: \$100,000
 - ii. Disease, Each Employee: \$100,000
 - iii. Disease, Policy Limit: \$500,000
- c. Commercial General Liability:
 - i. General Aggregate \$2,000,000
 - ii. Each Occurrence \$1,000,000
- iii. Commercial General Liability shall include bodily injury and property damage, personal injury, advertising injury, products and completed operations coverage. General Aggregate limit shall apply separately to the project. Contractor's insurance coverage shall be primary and non-contributory.
- d. Automobile Liability: Combined Single Limit of \$1,000,000
- e. Professional Liability:
 - i. General Aggregate \$2,000,000
 - ii. Each Occurrence \$1,000,000
- f. Umbrella Liability: \$2,000,000 per occurrence.

EXHIBIT C



Town of Christiansburg Engineering Department Request for Proposals

RFP #235000011

Heating Ventilation and Air Conditioning (HVAC) Evaluation, Study, and Design for the Christiansburg Aquatic Center

October 13, 2022

GENERAL

The **Town of Christiansburg** is seeking expressions of interest (EOI) from qualified consulting engineering firms who wish to be considered to fulfill the following purpose:

The intent and purpose of this Request for Proposal (RFP) is to obtain services for the creation of a Project Overview Technical Memorandum (Task I), a Preliminary Engineering Report (PER) (Task II), and a construction-ready design with bidding documents (Task III) from a qualified engineering firm. The memorandum will describe the conditions, requirements, focus areas, and a schedule for completion of the PER. The PER will identify improvements and efficiency modifications to the Christiansburg Aquatic Center Heating Ventilation and Air Conditioning (HVAC) systems to benefit the Town over the next 0-15 years. The issuance of this RFP is the first step of the solicitation process, and it contains further instructions on the required content for submitted proposals.

The **Town of Christiansburg** anticipates awarding a single contract with addenda as a result of this Request for Proposal through competitive negotiation. The contract will be negotiated and awarded following the procedure in the current Manual for the Procurement & Management of Professional Services, the Town of Christiansburg Procurement and Surplus Property Manual.

STATEMENT OF NEED

The Christiansburg Aquatic Center is an ultramodern aquatic facility in the Town of Christiansburg. Built via a public-private partnership and serving as both a recreational amenity to citizens and as the home pool for Virginia Tech Swimming & Diving, the completed facility is a blend of creative collaboration and leveraging of resources. The Christiansburg Aquatic Center opened to the public in July 2010. The finished product, which encompasses 64,000 square feet, features a 50-meter Olympic sized swimming pool, diving boards and a 10-meter diving platform.

The facility also includes a leisure swimming area with a beach entry pool which features a triple-loop, two-story water slide, spray features and a bucket fountain to delight children by dumping cascades of water. A heated therapy pool gives off a spa-like atmosphere ideal for physical therapy programs and rehabilitation, or for those wishing to relax in warmer water. The space also includes wet classrooms, locker facilities, family changing areas, an outdoor patio, multi-purpose rooms (with a kitchen) and cardio exercise rooms.

The HVAC systems of the facility are nearing their lifecycle end. Continued maintenance and sub-optimal operation of the heating and cooling systems have caused undue burden on staff and increase maintenance and operation costs. A wholistic evaluation of the HVAC systems is necessary prior to replacement of the units. Considerations for new equipment and systems should focus on costs such as upfront capital investment, maintenance costs, and operational costs as well as serviceability and availability of components. Other improvements to ancillary systems should be evaluated to ensure that it is meeting the needs of the facility and staff.

Interested firms should submit one RFP for consideration. This should be clearly identified in the Cover Letter and the contents of the RFP should exhibit the firm's capabilities to perform such services. Expressions of Interest will be evaluated based on the scoring matrix provided in this RFP. The selection committee will rank EOIs and post a "Short List" of qualified firms for follow-up interviews. Selected firms will participate in Interviews/Technical presentations highlighting their capabilities.

The interview/presentation will consist of a 15-minute introduction with firm / personnel overview followed by 60-minute detailed presentations of the firm's has proposal within their EOI. The interview/presentation will be concluded with questions from the selection committee.

The **Town of Christiansburg** reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified firm or to modify or cancel in part or in its entirety the Request for Proposal if it is in the best interest of the **Town of Christiansburg** to do so. This Request does not commit the **Town of Christiansburg** to provide any payment for costs associated with the preparation of proposals submitted in response to this Request for Proposal.

The **Town of Christiansburg** reserves the right to alter the project delivery method at any time during the contract period. The **Town of Christiansburg** will notify the consultant of such decision, revise the scope of services and respective person-hours. The change will be implemented using an additional task order or supplemental agreement based on the contract type.

PROCUREMENT SCHEDULE

- Optional Pre-Proposal Conference – November 1, 2022, at 1:30 PM
- RFP Questions Due – November 8, 2022, at 5:00 PM
- Expression of Interest Due Date and Time – November 18, 2022, at 3:00 PM
- Short List Posted on the Town Website – NLT December 2, 2022
- Interviews/Technical Presentations – NLT December 16, 2022
- Final Consultant Selection – NLT December 23, 2022
- Completed Negotiations Agreement Due – NLT January 27, 2022
- Consultant Contract Signed – NLT February 3, 2022

Questions about the RFP should be sent to Mark Hamric at mhamric@christiansburg.org by November 8, 2022, at 5:00 PM.

The optional pre-proposal conference on November 1, 2022, at 1:30 PM will be held at the Christiansburg Aquatic Center, 595 Street, Christiansburg, VA 24073.

CONFLICT OF INTEREST:

The change in a project delivery method for this contract may result in a potential conflict of interests for the consultant and any of its team members. As such, the scope of services and their role may be revised and redefined to meet the project need as identified by the **Town of Christiansburg**. The consultant and its team members may not be allowed to participate in ANY subsequent contracts (design and/or construction) related to this project.

SCOPE

The Engineer shall perform professional engineering services as hereinafter stated, which include normal civil, mechanical, instrumentation and control, structural, architectural, and electrical engineering services, necessary field surveys and topographic and utility mapping for design purposes, assistance in the application for necessary permits and regulatory approvals, geotechnical, and environmental work necessary to obtain environmental permits required for project construction. The Engineer represents those tasks will be performed in accordance with generally accepted professional standards. The Engineer further represents that they will provide the Town the best possible advice and consultation within Engineer's authority and capacity as a professional engineer. The Engineer will comply with the regulations, laws, ordinances, and requirements of governmental agencies as applicable.

The Engineer shall furnish all labor, materials, equipment, and technical and professional services required to perform the work as described herein.

Following receipt of the Town's written authorization to proceed, the Engineer shall proceed with the Project Overview Technical Memorandum (Task I). Separate addenda to the Contract will be issued for the PER (Task II), and design/bidding (Task III).

A. TASK I: PROJECT OVERVIEW TECHNICAL MEMORANDUM

1. Design Conditions: The Engineer shall provide known design conditions contributing the process selection and sizing. The following conditions will be included (at minimum): current HVAC and dehumidification design conditions, mechanical equipment, electrical service, and maintainability. The Engineer should provide an air quality assessment for trichloramine under current operating conditions.
2. Process Requirements: The Engineer shall indicate the proposed process unit performance capabilities for industry standard and maximum occupancy. Estimated annual operating costs of the process units shall also be provided.
3. System Areas (SA): The Engineer shall provide SA recommendations, with anticipated planning level cost estimates at each SA based on the stated design conditions. The recommendations will identify which processes/equipment, and sizes will be required to meet current and future Model Aquatic Health Code (MAHC) and American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) standards. At the time of this scope development, the Town is suggesting the PER be broken into the following SA's to include the following major areas:
 - SA1: Air Quality
 - Air Handling Equipment and Ductwork
 - SA2: Dehumidification and reuse
 - SA3: Mechanical Room Ventilation
 - SA4: Electrical
 - SA5: Climate System Automation and Remote Control
 - SA6: Structural
4. Schedule: The Engineer shall provide a schedule depicting duration of PER activities, major milestones, and deliverables. The schedules will be prepared with a large format PDF output, including a Gantt chart.
5. Cost: The Engineer will provide a proposed cost for the completed PER.

B. TASK II: PRELIMINARY ENGINEERING REPORT (PER)

Following receipt of the Town's written authorization, and execution of an addendum to the Contract, the Engineer shall proceed with the PER (Task II).

1. Draft PER: The Engineer will prepare a comprehensive PER for the Town as the deliverable item for the Contract. The primary purpose of the PER is to identify improvements and modifications that will provide facility resiliency for the next 15 years, including major components, sizing, and configuration improvements and modifications necessary to reliably achieve an SA approach to satisfy future regulatory/permit requirements (determined in Task I). The PER will contain the following:
 - a. Data Collection: The Engineer shall consult with the Town to determine its requirements and to review available data in possession of the Town concerning the proposed project.
 - b. Condition Assessment of Reutilized Assets: The Engineer shall perform a field assessment of major structures for reuse for future improvements or modifications. The existing structure(s) will be assessed for structural integrity, and capability of modification.
 - c. Electrical Survey: The Engineer shall perform a field survey to determine the suitability of existing electrical infrastructure to support future improvements or modifications. Specific tasks will include comparison of actual field conditions to available record drawings, coordination with the serving electric utility regarding billing history, development of a facility-wide electrical load list including proposed future improvements or modifications, and preliminary power system studies (i.e., short circuit/coordination study and arc flash study).

- d. Site/Storm Water: The Engineer shall identify applicable site and storm water regulations, criteria, and provide preliminary design recommendations for new facilities based on regulatory requirements. All storm water infrastructure and best management practices (BMP's) shall be designed based on the requirements of the Virginia Storm Water Management Handbook and any applicable local regulations.
- e. Design Criteria: The Engineer shall develop the preliminary design criteria for proposed improvements or modifications to the facility, with consideration given to air quality and ability to maintain processes. The following items are suggested to be included: identification of major process equipment (with estimated air exchange, temperature, and humidity requirements), exhibit-level sketches depicting process siting, and potential return on investment values when multiple options are presented.
- f. Probable Design and Construction Schedules: The Engineer shall develop probable design and construction schedules for each SA, reflective of the findings from the previous paragraphs, and the recommendations of the memorandum.
- g. Cost Estimate: The Engineer shall prepare and submit an Engineer's Opinion of Probable Construction Cost (EOPCC) for probable design and construction phases for each SA for the current year, including inflationary adjustments for the following 15 years. A 20% contingency will be utilized to reflect the preliminary nature of the planning phase EOPCC. The cost estimate will also evaluate lifetime maintenance and upkeep costs associated with any proposed improvements or modifications.
- h. Energy Efficiency: The Engineer shall identify opportunities associated with new and emerging technology that will improve overall energy efficiency. The findings will be reviewed with the Town to determine if funding will be pursued.
- i. Permitting Requirements: The Engineer shall identify applicable local/state permitting requirements.
- j. Other items as discovered and considered in the Project Overview Technical Memorandum.

2. PER Workshop: The Engineer shall administer up to (2) half-day PER review workshops with project stakeholders shortly after submission of the draft document to the Town. The purpose of the workshop is to facilitate the review of the draft PER document, and discuss the major content, findings, and recommendations of the draft PER document.
3. Final PER: The Engineer shall revise the draft PER, incorporating the Town's formal comments resulting from the PER Workshops and their review of the PER document. Deliverables for this evaluation should include a detailed engineering report, a stand-alone executive summary, and a marketing flyer or placemat. The Engineer shall provide an electronic PDF copy, and up to six copies of the report to the Town. The PER shall be suitable to submit for agency review if there is a requirement to obtain a third-party review.
4. Design and Bid Documents: The Engineer will provide a proposed cost for the completed construction-ready design and bid documents.

C. TASK III: DESIGN AND BID DOCUMENTS

Following receipt of the Town's written authorization, and execution of an addendum to the Contract, the Engineer shall proceed with the design (Task III). Work under this addendum will consist of any and all consulting services required for the design and construction phases for major upgrades to the aquatic center as outlined in the PER (Task II).

EXPRESSION OF INTEREST (EOI)

1. The Expression of Interest shall be organized in the following order:

- Transmittal letter
- Table of Contents
- Understanding of Scope of Work (maximum 2 pages)
- **Standard Form (SF) 330 Part I** – one combined for the project team
- **Standard Form (SF) 330 Part II** – one for each firm

- Response to RFP Expression of Interest Items 7-11
- A table or matrix containing the requested information in Item 12
- Full size copies of Commonwealth of Virginia SCC and DPOR supporting registration/licensing documentation for each firm (including that of each pertinent branch office)
- Full size copies of Commonwealth of Virginia DPOR registration certificate for the Key Personnel
- Firm Data Sheet
- Certification Regarding Debarment form

2. Furnish current SF 330 Part II for each firm involved, and one (1) combined SF 330 Part I for the project team. Please follow the instructions included on the form, unless indicated otherwise within this RFP.

3. As referenced in SF 330 Part I, Section D (Organizational Chart of Proposed Team), a one-page organizational chart showing all firms involved and key personnel assignments and responsibilities is required to be included.

4. Indicate KEY PERSONNEL ONLY resumes in SF 330 Part I, Section E (Resumes of Key Personnel Proposed for This Contract). Key personnel are defined as those to whom the contract will be assigned and who will be performing the actual management of the work and be responsible for inspection, administrative and design services. Each resume shall be limited to one page per person with a font no less than 10 points.

Furthermore, all individuals identified as Key Personnel in the EOI shall remain on the Consultant's Team for the duration of the procurement process and, if the consultant is awarded a contract, the duration of the contract. If extraordinary circumstances require a proposed change, it must be submitted in writing to the Town of Christiansburg's Project Manager for approval, who, at his/her sole discretion, will determine whether to authorize a change. Unauthorized changes to the Consultant's Team at any time during the procurement process may result in elimination of the Consultant's Team from further consideration.

5. In SF 330 Part I, Section F (Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract), limit example projects to no more than ten (10). Only this Section and Section H may include pictures or graphics.

6. In SF 330 Part I, Section G (Key Personnel Participation in Example Projects), limit example projects to no more than ten (10). The example projects listed in Section G (#29) should match the example project list provided in Section F.

7. In SF 330 Part I, Section H (Additional Information), the consultant should detail the plan to assure the Town of Christiansburg that the staff submitted for evaluation will be available for the services requested by the RFP. Section H of SF 330 Part I is limited to a maximum of ten (10) pages with a font no less than 10 points. This section should describe the organization of the proposed project staff indicating the role of each by individual. If subconsultants are proposed, the role of each subconsultant should be discussed. It should also include statements that are responsive to the attached Consultant Short List Score Sheet that will be used to evaluate your submission. This and Section F are the ONLY sections of the submission which may include pictures or graphics (included in the ten-page limit). List any computer and CADD equipment and any specialized computer software packages that you will use on this Town of Christiansburg project.

8. Give names and detailed addresses of all affiliated and/or subsidiary companies. Indicate which companies are subsidiaries. If a situation arises in responding to this questionnaire where you are unsure whether another firm is or is not an affiliate, doubt should be resolved in favor of affiliation and the firm should be listed accordingly.

Affiliate - Any business entity which is closely associated to another business entity so that one entity controls or has the power to control the other entity either directly or indirectly; or, when a third party has the power to control or controls both; or where one business entity has been so closely allied with another business entity through an established course of dealings, including but not limited to the lending of financial wherewithal, engaging in joint ventures, etc. as to cause a public perception that the two firms are one entity. Firms which are owned by a holding company or a third party, but otherwise meet the above conditions and do not have interlocking directorships or joint officers serving are not considered affiliates.

A firm (prime) shall not submit more than one Expression of Interest (EOI) in response to this Request for Proposals (RFP). If more than one EOI is submitted by an individual, partnership, Corporation, or any party of a Joint Venture, then all EOIs submitted by that individual, partnership, Corporation, or any party of a Joint Venture shall be disqualified. If more than one EOIs are submitted by an affiliate, or subsidiary company of an individual, partnership, Corporation, or any party of a Joint Venture, then all EOIs submitted by that individual, partnership, Corporation, or Joint Venture shall be disqualified.

9. In addition to the page restrictions listed above, a maximum of 2 additional pages may be included in the Expression of Interest. All pages are to be 8 1/2" X 11" and printed on one side with single-spaced type no smaller than 12 pitch.

10. Please indicate, by executing and returning the attached Certification Regarding Debarment forms, if your firm, subconsultant, subcontractor, or any person associated therewith in the capacity of owner, partner, director, officer, or any position involving the administration of Federal or State funds:

- Is currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency.
- Has been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past 3 years.
- Does have a proposed debarment pending; or has been indicted, convicted, or had a civil judgment rendered against it or them by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

Any of the above conditions will not necessarily result in denial of award, but it will be considered in determining offeror responsibility. For any condition noted, indicate to whom it applies, initiating agency, and dates of action. Providing false information may result in Federal criminal prosecution or administrative sanctions.

11. If the prime consultant or subconsultant does not have the in-house capability to provide non-professional services, each with an estimated cost of \$5,000 or greater, these services must be subcontracted in accordance with State procurement procedures once a contract is executed. Clearly indicate these services in the EOI.

12. Each business entity (prime and subconsultants) on the proposed team who is practicing or offering to practice professional services in Virginia, including, but not limited to, those practicing or offering to practice engineering, surveying, hydrologic and hydraulic analysis, geotechnical analysis and landscape architecture, should provide evidence including full size copies of appropriate commercial professional registrations and licenses for all main and branch offices proposed for this Project, as well as providing full size copies of appropriate individual registrations/licenses for those professional occupations per the requirements listed below. The EOI should convey the requested information for each regulant by the use of a concise table or matrix. (All full-size copies of the Commonwealth of Virginia State Corporation Commission (SCC) and Department of Professional and Occupational Regulation (DPOR) supporting registration documentations should be included in the EOI and will not be counted towards page

restriction):

- a) The Commonwealth of Virginia SCC registration detailing the name, registration number, type of corporation and status of the business entity.
- b) For this Project/Contract, the Commonwealth of Virginia DPOR registration information for each office practicing or offering to practice any professional services in Virginia: Provide the business name, address, registration type, registration number, expiration date.
- c) For this Project/Contract, the Commonwealth of Virginia DPOR license information for each of your Key Personnel practicing or offering to practice professional services in Virginia: Provide the name, the address, type, the registration number, and the expiration date. Provide the office location where each of the Key Personnel is offering to practice professional services.
- d) For this Project/Contract, the Commonwealth of Virginia DPOR license information for those services not regulated by the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers, and Landscape Architects (e.g., real estate appraisal): the business name, the address, the registration type, the registration number, and the expiration date.

Failure to comply with the law with regard to those requirements in Virginia (whether federal or state) at the time of the EOI submittal regarding your organizational structure, any required registration with governmental agencies and/or entities, and any required governmental licensure, whether business, individual, or professional in nature may render your EOI submittal(s), in the sole and reasonable discretion of the Town, non-responsive and in that event your EOI submittal(s) may be returned without any consideration or evaluation.

ADMINISTRATIVE

1. Prior to the time of submittal of the EOI, all business entities, except for sole proprietorships, are required to register with the Virginia State Corporation Commission. Information about entity formation can be found at <https://www.scc.virginia.gov/default.aspx>. Foreign Professional corporations and Foreign Professional Limited Liability Companies (i.e., organized or existing under the laws of a state or jurisdiction other than Virginia) must possess a Commonwealth of Virginia Certificate of Authority from the State Corporation Commission to render professional services. Any business entity other than a professional corporation, professional limited liability company or sole proprietorships that do not employ other individuals for which licensing is required must be registered in the Commonwealth of Virginia with the Department of Professional & Occupational Regulation <http://www.dpor.virginia.gov/>, Virginia Board for Architects, Professional Engineers, Land Surveyors and Landscape Architects (Board). Board regulations require that all branch offices of professional corporations and business entities located in Virginia, which offer or render any professional services relating to the professions regulated by the Board shall be registered as separate branch office with the Board. All offices, including branches, which offer or render any professional service, must have at least one full-time resident professional in responsible charge who is licensed in the profession offered or rendered at that office. All firms involved that are to provide professional services must meet these criteria prior to submitting an Expression of Interest to the Town of Christiansburg. Individual engineers shall meet the requirements of Chapter 4, Title 54.1 of the Code of Virginia.
2. The Town will not consider for award any cost proposals submitted by any consultants and will not consent to subcontracting any portions of the contract to any subconsultants in violation of the provisions of the Federal Immigration Reform and Control Act of 1986, which prohibits employment of illegal aliens.
3. **Electronic EOI submittals are required for this EOI, with the entire submittal in a single cohesive PDF file.** Submittals shall be prepared simply and economically, providing a straightforward,

concise description of the firm's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. Elaborate brochures and other representations beyond that sufficient to present a complete and effective proposal are neither required nor desired. Please do not duplicate information furnished in the SF 330 Part I and Part II elsewhere in the submittal. All text in the PDF file shall be searchable using Adobe Acrobat software except within illustrations and scanned registration documents.

To submit electronic proposal, one employee of each Offeror will e-mail the Purchasing Coordinator (mhamric@christiansburg.org) at least three business days before the due date and time for proposals. The e-mail will be entitled "OneDrive Access for Proposal 235000011; CAC HVAC Evaluation, Study, and Design". The Purchasing Coordinator shall reply to that e-mail, which will include information that will grant the Offeror access to the Purchasing Coordinator's OneDrive. Each Offer should drop or load their electronic version of the proposal in the designated folder in the OneDrive no later than the due date and time for proposals.

4. **The Town of Christiansburg** assures compliance with Title VI of the Civil Rights Act of 1964, as amended. The consultant and all subconsultants selected for this project will be required to submit a Title VI Evaluation Report (EEO-D2) within 10 workdays of notification of selection when requested by the Town. This requirement applies to all consulting firms when the contract amount equals or exceeds \$10,000.
5. **The Town of Christiansburg** does not discriminate against an offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.
6. Any offeror who desires to protest the award of a contract shall submit such protest in writing to the Town no later than ten days after the announcement of the award. Public announcement of the award shall be posted on the Town's website.
7. **eVA Business-to-Government Vendor Registration:** The eVA Internet electronic procurement solution, web site portal (<http://www.eva.state.va.us>), streamlines and automates government purchasing activities in the Commonwealth. The portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution through either eVA Basic Vendor Registration Service or eVA Premium Vendor Registration Service. For more detail information regarding eVA, registrations, fee schedule, and transaction fee, use the website link: <http://www.eva.state.va.us>. All bidders or offerors must register in eVA; failure to register may result in the bid/proposal/expression of interest being rejected.

FIRM DATA SHEET

Funding: ____ (S=State F=Federal)

Project No.: _____

Division: _____

EOI Due Date: _____

The prime consultant is responsible for submitting the information requested below on all firms on the project team, both prime and all subconsultants. All firms are to be reported on one combined sheet unless the number of firms requires the use of an additional sheet. Failure to submit all of the required data may result in the Expression of Interest not being considered.

Firm's Name, Address and DBE and/or SWAM Certification Number	Firm's DBE or SWaM Status *	Firm's Age	Firm's Annual Gross Receipts

* YD = DBE Firm Certified by DMBE

N = DBE or SWaM Firm Not Certified by DMBE

NA = Firm Not Claiming DBE or SWaM Status

YS = SWaM Firm Certified by DMBE. Indicate whether small, woman-owned, or small business.

DMBE is the Virginia Department of Small Business and Supplier Diversity

CERTIFICATION REGARDING DEBARMENT

PRIMARY COVERED TRANSACTIONS

(To be completed by a Prime Consultant)

Project: _____

- 1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
 - b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; and have not been convicted of any violations of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1) b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the offeror for contracts to be let by the Town of Christiansburg.

Signature

Date

Title

Name of Firm

CERTIFICATION REGARDING DEBARMENT

LOWER TIER COVERED TRANSACTIONS

(To be completed by a Sub-consultant)

Project: _____

- 1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the offeror for contracts to be let by the Town of Christiansburg.

Signature

Date

Title

Name of Firm

CONSULTANT SHORT LIST SCORE SHEET
(FOR PROFESSIONAL SERVICES)

DIVISION: _____

EOI NO.: _____

PROJECT: _____

FIRM: _____

DESCRIPTION: _____

SUBS: _____

DATE: _____

	NUMERICAL VALUE				AVG.	WEIGHT	WEIGHTED EVALUATION
FIRM/TEAM'S EXPERIENCE IN SIMILAR TYPE OF SERVICES (Expertise, experience, and qualifications of team in providing services as related to the scope of services) (1=least, 10=most)	1-10					25%	
PERSONNEL'S EXPERIENCE IN SIMILAR TYPE OF SERVICES (Expertise, experience, and qualifications of team in providing services as related to the scope of services) (1=least, 10=most)	1-10					30%	
QUALIFICATIONS OF PROJECT MANAGER (Expertise, experience, and qualifications in project management as related to the scope of services) (1=least, 10=most)	1-10					15%	
ORGANIZATIONAL CAPABILITY (Ability to complete work on time, size of firm(s) compared to size of project, proposed project staff resources, proposed use of sub-consultants) (1=least, 10=most)	1-10					25%	
PRESENT WORKLOAD (Firm's capacity and availability)	1-10					5%	
						TOTAL	

Town of Christiansburg
RFP 235000011: HVAC Evaluation, Study and Design for the Christiansburg Aquatic Center
Minutes of Pre-proposal Meeting
November 1, 2022 at 1:30 PM

The pre-proposal meeting involved a question and answer session about the Aquatics Center or the RFP and then a tour of the Aquatics Center. The questions asked and answers provided are listed below.

1. Does the Town have a desire to expand the Aquatic Center?
Answer: No
2. Do you have existing drawings of the facility?
Answer: Yes. Access to the drawings or schematics will be provided upon request. Please contact Mark Hamric @mhamric@christiansburg.org for this access at least three business days before proposals are due.
3. Is there anything working well for you?
Answer: Yes; a lot of the issues are related to equipment age and the associated maintenance costs.
4. Do you have a building management system?
Answer: Yes, it is a Summit system offered by Trane.
5. Do you have an emergency generator?
Answer: No.
6. What temperature is the pool maintained?
Answer: 80.5° F (competition pool), 86.0° F (leisure pool), and 96.0° F (warming pool).
7. Do the ceiling fans over the Recreation Pool help?
8. Answer: No.
9. Are there any issues with mold?
Answer: No mold has been detected.
10. What areas have a sprinkler system?
Answer: The pool areas and gallery are not covered by the sprinkler system.

The attendance roster for the pre-proposal meeting is attached.

RFP 235000011: Non-mandatory Pre-Proposal Meeting
Tuesday, November 1, 2022 at 1:30 p.m.
Aquatics Center

Attendee's Name	Organization	Email Address
Mark Hamric, TxC	Town of C'Burg	mhamric@christiansburg.org
Justin Obenchain	SALAS O'BRIEN	justin.obenchain@salsobrien.com
ERIC HARVEY	Golley Architects	e.harvey@golleyarch.com
MARK Altizer	TOWN of C-Burg	MAITZER@CHRISTIANSBURG.ORG
Don Cole	Town of Christiansburg	dcole@christiansbu

RFP 235000011: Non-mandatory Pre-Proposal Meeting
Tuesday, November 1, 2022 at 1:30 p.m.
Aquatics Center

Attendee's Name	Organization	Email Address
Justin S. Lewis	TAC	jstdal@christiansburg.org
Steven Cardenas MICHAEL KELLEY	TAC	scardenas@christiansburg.org mkelley@christiansburg.org
Terry Caldwell	CAC	tcaldwell@christiansburg.org

Town of Christiansburg
RFP 235000011 HVAC Evaluation, Study and Design for the Christiansburg Aquatics Center
Amendment # 2 Answers to Questions
November 9, 2022

Task II Questions and Answers

B. 1. c: Electrical Survey: This section states that a short circuit/coordination study and arc flash study was required. My coworker asked about this at the pre-proposal and said that it wouldn't be. Just was curious as this could be something we can show in the package but it a large cost to the facility. Will these studies be required or would engineering analysis of loads be acceptable?

This RFP is for the selection of an Engineer based on qualifications. The Town does not expect pricing at this point. Once the contract is awarded, the Engineer will identify the need for the short circuit/coordination study during the development of Task I. All items in Tasks II and III will be defined during Task I.

B.1. d: Site/Storm Water: What storm water and site work is anticipated? Justin mentioned all equipment was ground mounted and the direction is nothing on the roof. Could you expound upon what the intent is of the site/storm section as to our knowledge you are not expanding the building.

The Town anticipates that modifications to the existing HVAC system may require land disturbance. Section "d. Site/Storm Water" is applicable. Once the contract is awarded, the Engineer will identify the need for land disturbance during the development of Task I. All items in Tasks II and III will be defined during Task I.

TOWN OF CHRISTIANSBURG

Engineering Department

100 EAST MAIN ST.

CHRISTIANSBURG, VA 24073

NOTICE OF SELECTION

Request for Proposal (RFP) #235000011

Heating Ventilation and Air Conditioning (HVAC) Evaluation, Study, and Design

for the Christiansburg Aquatic Center

Date of Selection: December 2, 2022

After reading the Request for Proposals and each proposal submitted, the selection committee respectfully recommend interviewing the following firms listed below.

Selected for Short List:

- SKA Consulting Engineers
- Setty & Associates

Not Selected for Short List:

- Salas O'Brien

Procurement Contact: Mark Hamric

EXHIBIT D

SETTY

TOWN OF CHRISTIANSBURG

**Heating Ventilation and Air Conditioning
(HVAC) Evaluation, Study, and Design
for the Christiansburg Aquatic Center**

RFP #235000011

Due Date: November 18, 2022, at 3:00 PM

**Setty & Associates, Ltd.
300 East Main Street, Suite 307
Charlottesville, VA 22902
P: 434-270-2201 | F: 703-389-2161**

Atlanta, GA - Baltimore, MD - Charlottesville, VA - Fairfax, VA - Los Angeles, CA
New York, NY - Philadelphia, PA - Tampa, FL - Washington, DC - Mysore, India

November 18, 2022

Mark Hamric
Christiansburg Aquatic Center
595 Street, Christiansburg, VA 24073
Email: mhamric@christiansburg.org

Dear Evaluation Board Members:

SETTY & ASSOCIATES, LTD.

300 East Main Street
Suite 307
Charlottesville, VA 22902
P: 434-270-2201
F: 703-389-2161

www.setty.com

Atlanta, GA
Baltimore, MD
Charlottesville, VA
Fairfax, VA
Los Angeles, CA
New York, NY
Philadelphia, PA
Tampa, FL
Washington, DC
Mysore, India

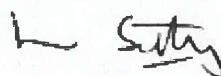
Setty & Associates, Ltd. (SETTY) is pleased to submit our response to **RFP #235000011, Town of Christiansburg Heating Ventilation and Air Conditioning (HVAC) Evaluation, Study, and Design for the Christiansburg Aquatic Center**. In what follows, we present our qualifications, which showcase our highly qualified in-house design professionals and out Structural subconsultant, Dunbar PLLC. However, before delving into the details of this package, we invite you to consider a few notable facts about SETTY's history and contributions to the building industry.

SETTY is an Engineering firm with **37 years** of experience providing **Mechanical, Electrical, Plumbing and Fire Protection services** with specialties in Energy Audits, Commissioning, Controls, and **Construction Administration**. We have been nationally ranked by Consulting Specifying Engineer Magazine as **one of the top 100 M/E/P Giants** for the past ten years, a mark of distinction indicating our position as an enduring market leader in the consulting engineering industry. **Headquartered in Fairfax, VA**, SETTY maintains a diverse staff comprising of Professional Engineers, Certified Energy Managers, Certified Energy Modelers, Registered Architects, Certified Commissioning Agents, High Performance Design Professionals and LEED Accredited Professionals.

With a focus on sustainable design, SETTY has the expertise to address virtually any project requirements you may need, from lighting controls to geothermal wells, and from LEED Certification to Net Zero Energy design. Furthermore, we have a long history of successfully providing professional services on **various complex facilities** –laboratories, research centers, hospitals, schools, university facilities, and stadiums across the world – and for a variety of high-profile clients, including Local, State and Federal Governments. We deliver on over 4,000,000 square feet of projects a year, and we bring that knowledge and expertise to bear on all our projects.

Thank you for the opportunity to provide our qualifications and we look forward to your response. Should you require additional information, please contact me at 703-691-2115 or by e-mail at bsetty@setty.com.

Sincerely,



Boggarm Setty, P.E., ASHRAE Fellow, AEE Fellow
CEO & Founder | President; Setty & Associates, Ltd.

Mechanical Engineering
Electrical Engineering
Plumbing Engineering
Fire Protection Engineering
Energy Modeling
Commissioning
Master Controls Integration
Forensic Engineering
Project Management
Construction Management

TABLE OF CONTENTS

Setty & Associates, Ltd. (S/MBE)	Project Management
.....	Mechanical-Electrical-Plumbing & Fire Protection Engineering
.....	Controls Construction Administration Commissioning
.....	LEED BIM Sustainability
Dunbar PLLC (SBE)	Structural Engineering

Transmittal Letter
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TAB 1:**Understanding of Scope of Work**

UNDERSTANDING OF SCOPE OF WORK

Our understanding of the scope of work is that it comprises an HVAC Evaluation, Study, and Design for the Christiansburg Aquatic Center.

The first crucial step in any successful HVAC project is a thorough survey of the existing facility, including existing HVAC equipment, utilities, ceilings, ductwork, and centralized equipment. This survey would include review of existing as-built drawings (if available), verification of drawings with a survey, and discussions with facilities personnel to understand the limitations and problems with the existing HVAC system.

Assuming the client has a replacement system in mind as well as a planned budget, these factors will heavily influence the observations made during the survey. If the client does not yet have these things in place, SETTY will gladly perform a feasibility study to investigate a variety of possible replacement systems. Depending on what the existing system is, some of these replacement systems would likely require an upgrade to the Center. Additionally, a variety of sustainable options, such as geothermal heat pumps or photovoltaic panels, can be considered if the first cost budget permits. Other upgrades – such as converting fluorescent lighting to LED lighting – can also be considered at this time. If a Feasibility Study is desired, it is typically prudent to contract the Study first, waiting for the Study results before contracting the full design.

Aquatic centers or natatoriums typically come with their own HVAC challenges. Humidity levels need to be carefully monitored and controlled, as excessive humidity can lead to mold or mildew problems. Without a doubt, there is no substitute for having a dedicated pool dehumidifier; the dehumidification provided by AC coils is simply not adequate for the needs of indoor pools. Additionally, airflow throughout the facility needs to be carefully thought out so that chloramine-laden air is exhausted and fresh air makes its way to swimmers. Since chloramine-laden air is heavier than oxygen, it tends to stay low in the room, requiring exhausts to be located low in the room rather than high. Source-capture exhaust must also be used to prevent chloramines from recirculating in the natatorium. This can ensure that IAQ stays high.

As you'll see from our Section F projects, SETTY is well-versed in natatorium design. We know how to design these special spaces in a way that ensures both comfort and high IAQ for swimmers and other occupants.

TAB 2:

Standard Form 330 Part 1

SF-330 Part I – Sections A-D:
Team Information

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. Title and Location (City and State) Town of Christiansburg Heating Ventilation and Air Conditioning (HVAC) Evaluation, Study, and Design for the Christiansburg Aquatic Center	2. Public Notice Date 10/13/2022	3. Solicitation or Project Number 235000011
--	-------------------------------------	--

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. Name and Title Boggarm S Setty, P.E., FASHRAE, FAEE CEO & Founder	5. Name of Firm Setty & Associates, Ltd.
---	---

6. Telephone Number 703-691-2115	7. Fax Number 703-389-2161	8. E-Mail Address bsetty@setty.com
-------------------------------------	-------------------------------	---

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

	(Check)			9. Firm Name	10. Address	11. Role in this Contract
	Prime	J-V Partner	Subcon-tractor			
a.	<input checked="" type="checkbox"/>			Setty & Associates, Ltd. (S/MBE) <input type="checkbox"/> CHECK IF BRANCH OFFICE	3040 Williams Drive Suite 600 Fairfax, VA 22031	Project Management Mechanical-Electrical-Plumbing & Fire Protection Engineering Controls Construction Administration
b.	<input checked="" type="checkbox"/>			Setty & Associates, Ltd. (S/MBE) <input checked="" type="checkbox"/> X CHECK IF BRANCH OFFICE	300 East Main Street Suite 307 Charlottesville, VA 22902	See above.
c.			<input checked="" type="checkbox"/>	Dunbar PLLC (SBE) <input type="checkbox"/> CHECK IF BRANCH OFFICE	1025 Boulders Parkway Suite 310 Richmond, VA 23225	Structural Engineering
d.						
e.						
f.						

D. ORGANIZATIONAL CHART OF PROPOSED TEAM



(Attached)

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

SETTY



SETTY'S MANAGEMENT TEAM

Boggarm S. Setty, P.E., FASHRAE FAEE, AEE
Principal-in-Charge / Contract Manager

Anastase Ioannidis, R.A., CSI
Quality Assurance / Quality Control

Joseph D'Alu, P.E., LEED AP BD+C, CEM
Project Manager

SETTY'S PRODUCTION TEAM

SETTY (S/MBE)

Prime

Nitesh R. Shah, P.E.
Senior Mechanical Engineer

Branko Terzic, P.E.
Mechanical Engineer

Paul Dumitrescu, P.E.
Senior Electrical Engineer

Carson Ivan Herndon, P.E.
Electrical Engineer

Dejan Tadic, CPD
Senior Plumbing/Fire Protection Engineer

Davor Hrescak
Senior Plumbing Engineer

Dunbar PLLC (SBE)

Structural Engineering
Gregory C. Ellen, PE
Structural Project Manager

SF-330 Part I – Section E: **Key Personnel Resumes**

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

E. Resumes of Key Personnel Proposed for This Contract

(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years Experience	
Boggarm S. Setty, P.E., FASHRAE, FAE		Principal-In-Charge/Contract Manager		a. Total	b. With This Firm
				53	37
15. Firm Name and Location (City and State)					
Setty & Associates, Ltd.; Fairfax, VA					
16. Education (Degree and Specialization)			17. Current Professional Registration (State and Discipline)		
BS/1963/Mechanical Engineering/ University of Mysore-India MS/1967/Heat & Power Engineering/ University of Mysore-India Energy Audit/1990/Virginia			1974/Professional Engineer/ VA #0402007813 2000/ASHRAE Fellow 2002/GSA National Register of Peer Reviewers 2013/AEE Fellow		
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)					
19. Relevant Projects					
a.	(1) Title and Location (City and State)		(2) Year Completed		
	Arlington YMCA Redevelopment, Arlington, VA		Professional Services	Construction (If applicable)	
			Ongoing	TBD	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Principal-in-Charge; <u>Scope:</u> SETTY services include MEP design for both the base building and interior fit-out of the entire structure. The replacement YMCA facility will be approximately 50,000 – 80,000 SF of new construction. The new facility will have a two-story natatorium with a below-grade pool and racketball and tennis courts. <u>Contract Value:</u> \$442,540			
b.	(1) Title and Location (City and State)		(2) Year Completed		
	Department of General Services (DGS) Langdon Park Pool- Pool House D-B, Washington, DC		Professional Services	Construction (If applicable)	
			2017	2018	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Principal-in-Charge; <u>Scope:</u> SETTY services include MEP/FP design, BIM/Revit Modeling, and Construction Administration to renovate two existing pools and pool houses: (1) Randall Pool located at 25 I Street, SW, Washington DC of approximately 17,500 sf, and (2) Langdon Park Pool located at 2860 Mills Avenue, NE, Washington, DC of approximately 21,500 sf. <u>Contract Value:</u> \$43,415			
c.	(1) Title and Location (City and State)		(2) Year Completed		
	Loudoun County Lovettsville Community Center, Lovettsville, VA		Professional Services	Construction (If applicable)	
			2018	Ongoing	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Principal-in-Charge; <u>Scope:</u> SETTY services include MEP/FP design for construction of a new approximately 15,000 GSF Lovettsville Community Center facility. Services also include a feasibility study for the swimming pool and the addition of two (2) new (Senior and Fitness) classrooms. <u>Contract Value:</u> \$296,514			
d.	(1) Title and Location (City and State)		(2) Year Completed		
	DC Department of General Services (DGS) Woody Ward Recreation Center (Formerly known as Benning Park Recreation Center) D/B, Washington, DC		Professional Services	Construction (If applicable)	
			2018	2021	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Principal-in-Charge; <u>Scope:</u> As subconsultant to Moody Nolan, SETTY services include MEP/FP design for the modernization of Benning Park Community Center of approximately 24,000 sf. Pool and Pool house scope includes water services and replacement of all MEP/FP systems. <u>Contract Value:</u> \$79,800			
e.	(1) Title and Location (City and State)		(2) Year Completed		
	Claude Moore Pool CFD Analysis, Sterling, VA		Professional Services	Construction (If applicable)	
			2017	2017	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Principal-in-Charge; <u>Scope:</u> SETTY services include CFD Analysis for Claude Moore pool that requires modifications to the ductwork in order to improve the airflow. This 89,000 SF state-of-the-art recreation center includes a fitness atrium, 10,000 sf Aquatics Center with 50-meter competition pool and therapeutic pool, multipurpose gymnasium, 30-foot rock-climbing wall, jogging and walking track, multipurpose rooms, and administrative areas. <u>Contract Value:</u> \$37,000			

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

E. Resumes of Key Personnel Proposed for This Contract
(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years Experience	
Anastase Ioannidis, R.A., CSI		Quality Assurance/Quality Control		a. Total 51	b. With This Firm 24
15. Firm Name and Location (City and State) Setty & Associates, Ltd.; Fairfax, VA					
16. Education (Degree and Specialization)		17. Current Professional Registration (State and Discipline)			
BA/1971/Architecture/ Rensselaer Polytechnical Institute BS/1971/Building Sciences/ Rensselaer Polytechnical Institutes		1974/Registered Architect / VA #0401003549 Construction Specification Institute			
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)					
19. Relevant Projects					
a.	(1) Title and Location (City and State) Alexandria City Public Schools, Francis Hammond Middle School HVAC Replacement, Alexandria, VA		(2) Year Completed Professional Services 2021		Construction (If applicable) 2021
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> QA/QC; <u>Scope:</u> As Prime A/E consultant, SETTY services include HVAC assessment, design and Construction Administration for the Francis C. Hammond Middle School. The project involved necessary design services associated with the replacement and reconfiguration of the existing HVAC & Controls Systems, along with Structural and Electrical upgrades to accommodate the new equipment. <u>Contract Value:</u> \$247,698		<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) Title and Location (City and State) Fairfax County, Reston Community Center, Reston, VA		(2) Year Completed Professional Services 2016		Construction (If applicable) 2016
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> QA/QC; <u>Scope:</u> Under an IDIQ Contract with Fairfax County, SETTY provided AE design for Auditorium Stage Area HVAC Replacement and for Loading Dock Service Counter. <u>Contract Value:</u> \$34,780		<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) Title and Location (City and State) County of Dutchess, 22 (Office) Market Street, HVAC Repair & Replacement, Poughkeepsie, NY		(2) Year Completed Professional Services Ongoing		Construction (If applicable) Est. 2025
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> QA/QC; <u>Scope:</u> SETTY is providing MEP design, construction administration and commissioning services for repair & replacement of all HVAC systems for Dutchess County Office Building. <u>Contract Value:</u> \$382,807		<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) Title and Location (City and State) Prince William County Public Schools Fred Lynn Middle School HVAC Study & Design, Woodbridge, VA		(2) Year Completed Professional Services 2018		Construction (If applicable) 2019
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> QA/QC; <u>Scope:</u> Under a term contract with PWCP, SETTY services included MEP/FP Feasibility study and design services for the replacement of rooftop units, unit ventilators, dust collection unit and the addition of spilt units. Also provided Construction Administration Services. <u>Contract Value:</u> \$86,500		<input checked="" type="checkbox"/> Check if project performed with current firm		
e.	(1) Title and Location (City and State) Northern Virginia Community College, WAS Building Exhaust System Design, Woodbridge, VA		(2) Year Completed Professional Services 2018		Construction (If applicable) 2018
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> QA/QC; <u>Scope:</u> SETTY services include M/E design and Construction Administration for a localized exhaust system in the WAC HVAC Laboratory area to accommodate brazing and soldering operations at the bench top for eight stations. <u>Contract Value:</u> \$17,861		<input checked="" type="checkbox"/> Check if project performed with current firm		

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

E. Resumes of Key Personnel Proposed for This Contract

(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years Experience	
Joseph A. D'Alu, P.E., LEED AP BD+C, CEM		Project Manager		a. Total	b. With This Firm
				22	2
15. Firm Name and Location (City and State)					
Setty & Associates, Ltd.; Charlottesville, VA					
16. Education (Degree and Specialization)		17. Current Professional Registration (State and Discipline)			
Architectural Engineering/ Drexel University		2019/Professional Engineer/MD/NC 2004/LEED AP BD+C 2009/Certified Energy Manager			
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)					
19. Relevant Projects					
a.	(1) Title and Location (City and State)		(2) Year Completed		
	Arlington YMCA Redevelopment, Arlington, VA		Professional Services	Construction (If applicable)	
b.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Sr. Mechanical Engineer; <u>Scope:</u> SETTY services include MEP design for both the base building and interior fit-out of the entire structure. The replacement YMCA facility will be approximately 50,000 – 80,000 SF of new construction. The new facility will have a two-story natatorium with a below-grade pool and racketball and tennis courts. <u>Contract Value:</u> \$442,540		
			Ongoing	TBD	
c.	(1) Title and Location (City and State)		(2) Year Completed		
	Alpine-X FFX Peak Energy, Lorton, VA		Professional Services	Construction (If applicable)	
d.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Project Manager; <u>Scope:</u> SETTY services include Energy Consulting for initial planning and zoning (master planning, conceptual design, rezoning) and other phases of Alpine-X's indoor snow sports resort at Fairfax Peak. <u>Contract Value:</u> \$37,500		
			Ongoing	TBD	
e.	(1) Title and Location (City and State)		(2) Year Completed		
	USDA, Vivarium Design at Human Nutrition Research Center HVAC Renovation (HNRC), Grand Forks, ND		Professional Services	Construction (If applicable)	
f.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Sr. Mechanical Engineer; <u>Scope:</u> Project includes the Investigation of the existing Heating, Ventilation, and Air Conditioning System serving the Vivarium at the GFHNRC. The HVAC System is in two separate Mechanical Rooms, Room 109 and 113. SETTY scope of services include complete HVAC Design services for the Renovation of Vivarium at Human Nutrition Research Center. <u>Contract Value:</u> \$124,143		
			2021	Ongoing	
g.	(1) Title and Location (City and State)		(2) Year Completed		
	Virginia School for the Deaf & Blind (VSDB) Healy & Strader Controls Design, Staunton, VA		Professional Services	Construction (If applicable)	
h.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Project Manager; <u>Scope:</u> SETTY services include Mechanical and Controls design and Construction Administration for VSDB's existing Healy and Strader Halls. This specifically included the replacement of all heating hot water (HHW) control valves, replacement of all air vents, replacement of all thermostats and of select instrumentation. <u>Contract Value:</u> \$17,780		
			2020	2022	
i.	(1) Title and Location (City and State)		(2) Year Completed		
	City of Charlottesville Venable ES Cooling Tower Replacement Charlottesville, VA		Professional Services	Construction (If applicable)	
j.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Project Manager; <u>Scope:</u> SETTY services include the replacement Cooling Tower and associated Condenser Water Pumping Design and Construction Administration for Venable Elementary to update these system components for an extended lifecycle. <u>Contract Value:</u> \$38,111		
			2022	Est. 2023	

E. Resumes of Key Personnel Proposed for This Contract

(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years Experience	
Nitesh R. Shah, P.E.		Senior Mechanical Engineer		a. Total	b. With This Firm
				10	10
15. Firm Name and Location (City and State)					
Setty & Associates, Ltd.; Fairfax, VA					
16. Education (Degree and Specialization)		17. Current Professional Registration (State and Discipline)			
BS/2012/Mechanical Engineering/ Virginia Tech		2018/Professional Engineer VA #0402057154			
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)					
19. Relevant Projects					
a.	(1) Title and Location (City and State)		(2) Year Completed		
	Loudoun County Lovettsville Community Center, Lovettsville, VA		Professional Services	Construction (If applicable)	
			2018	Ongoing	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Sr. Mechanical Engineer; <u>Scope:</u> SETTY services include MEP/FP design for construction of a new approximately 15,000 GSF Lovettsville Community Center facility. Services also include a feasibility study for the swimming pool and the addition of two (2) new (Senior and Fitness) classrooms. <u>Contract Value:</u> \$296,514			
b.	(1) Title and Location (City and State)		(2) Year Completed		
	DC Department of General Services (DGS), Fort Stevens Recreation Center, Washington, DC		Professional Services	Construction (If applicable)	
			2016	2018	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Sr. Mechanical Engineer; <u>Scope:</u> SETTY services include MEP/FP design associated with the renovation and general site improvements at Fort Stevens Recreation Center. The site also includes a single baseball field within a large, fenced playing field, two basketball courts, community gardens, and a playground all contained upon a site that totals approximately 8.96 acres (390,297 square feet). <u>Contract Value:</u> \$30,280			
c.	(1) Title and Location (City and State)		(2) Year Completed		
	Maryland-National Capital Parks & Planning Commission Brookside Garden Greenhouse, Wheaton, MD		Professional Services	Construction (If applicable)	
			2018	2018	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Project Manager; <u>Scope:</u> SETTY services include MEP/FP design-build approach for Brookside Garden Greenhouse of approximately 11,500 sf which includes New Art Glasshouse of approximately 10,000 sf and new head house of approximately 1,500 sf. <u>Contract Value:</u> \$91,500			
d.	(1) Title and Location (City and State)		(2) Year Completed		
	Ferguson Showroom HVAC Design, Washington, DC		Professional Services	Construction (If applicable)	
			2017	2018	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Project Manager; <u>Scope:</u> SETTY services include Mechanical Engineering design services and Construction Administration for the design of a HVAC system for the new Ferguson Showroom located at 5225 Wisconsin Avenue, Washington, DC. <u>Contract Value:</u> \$19,670			
e.	(1) Title and Location (City and State)		(2) Year Completed		
	General Service Administration (GSA) Mission Ridge Building HVAC Improvements, Chantilly, VA		Professional Services	Construction (If applicable)	
			2017	2017	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/> Check if project performed with current firm <u>Role:</u> Sr. Mechanical Engineer; <u>Scope:</u> SETTY services include ME/FP design, Commissioning and Construction Administration for the Mission Ridge building located at 15030 Conference Center Drive, Chantilly, Virginia. <u>Contract Value:</u> \$50,000			

E. Resumes of Key Personnel Proposed for This Contract

(Complete one Section E for each key person.)

12. Name	13. Role In This Contract	14. Years Experience	
Branko Terzic, P.E.	Mechanical Engineer	a. Total 13	b. With This Firm 8

15. Firm Name and Location (City and State)

Setty & Associates, Ltd.; Fairfax, VA

16. Education (Degree and Specialization)

BS/ 2014/ Mechanical Engineering/ Milwaukee School of Engineering, Milwaukee, Wisconsin

17. Current Professional Registration (State and Discipline)

2020/Professional Engineer/ VA #0420067285

18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)

19. Relevant Projects

a.	(1) Title and Location (City and State)	(2) Year Completed	
	Arlington YMCA Redevelopment, Arlington, VA	Professional Services	Construction (If applicable)
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role	Ongoing	TBD
	<u>Role:</u> Mechanical Engineer; <u>Scope:</u> SETTY services include MEP design for both the base building and interior fit-out of the entire structure. The replacement YMCA facility will be approximately 50,000 – 80,000 SF of new construction. The new facility will have a two-story natatorium with a below-grade pool and racketball and tennis courts. <u>Contract Value:</u> \$442,540	X	Check if project performed with current firm
b.	(1) Title and Location (City and State)	(2) Year Completed	
	DC Department of General Services (DGS) Woody Ward Recreation Center (Formerly known as Benning Park Recreation Center) D/B, Washington, DC	Professional Services	Construction (If applicable)
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role	2018	2021
	<u>Role:</u> Mechanical Engineer; <u>Scope:</u> As subconsultant to Moody Nolan, SETTY services include MEP/FP design for the modernization of Benning Park Community Center of approximately 24,000 sf. Pool and Pool house scope includes water services and replacement of all MEP/FP systems. <u>Contract Value:</u> \$79,800	X	Check if project performed with current firm
c.	(1) Title and Location (City and State)	(2) Year Completed	
	DC Public Schools, Ballou High School Modernization Washington, DC	Professional Services	Construction (If applicable)
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role	2012	2016
	<u>Role:</u> Mechanical Engineer; <u>Scope:</u> SETTY services include MEP design and construction administration for this new, 322,000 sf High School, including a large football stadium, 37 new classrooms, science labs, training centers, swimming pool, culinary arts, kitchen, greenhouse, performing & visual arts space, and an 8,600sf auditorium. LEED Gold Certified. <u>Contract Value:</u> \$1,454,350	X	Check if project performed with current firm
d.	(1) Title and Location (City and State)	(2) Year Completed	
	DC Department of General Services (DGS), Palisades Recreation Center Renovation & Expansion, Washington, DC	Professional Services	Construction (If applicable)
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role	2017	2018
	<u>Role:</u> Mechanical Engineer; <u>Scope:</u> SETTY services include an MEP/FP design-build approach for renovation and expansion of the existing Palisades Recreation Center, which was approximately 9,000 sf. With renovation and expansion, the new facility was to be approximately 17,000 sf. <u>Contract Value:</u> \$100,000	X	Check if project performed with current firm
e.	(1) Title and Location (City and State)	(2) Year Completed	
	USDA, Vivarium Design at Human Nutrition Research Center HVAC Renovation (HNRC), Grand Forks, ND	Professional Services	Construction (If applicable)
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role	2021	Ongoing
	<u>Role:</u> Mechanical Engineer; <u>Scope:</u> Project includes the Investigation of the existing Heating, Ventilation, and Air Conditioning System serving the Vivarium at the GFHNR. The HVAC System is in two separate Mechanical Rooms, Room 109 and 113. SETTY scope of services include complete HVAC Design services for the Renovation of Vivarium at Human Nutrition Research Center. <u>Contract Value:</u> \$124,143	X	Check if project performed with current firm

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

E. Resumes of Key Personnel Proposed for This Contract
(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years Experience	
Paul Dumitrescu, P.E.		Senior Electrical Engineer		a. Total	b. With This Firm
				31	8
15. Firm Name and Location (City and State)					
Setty & Associates, Ltd.; Fairfax, VA					
16. Education (Degree and Specialization)			17. Current Professional Registration (State and Discipline)		
BS/1991/MEP Building Systems/ Technical University of Construction MS/1991/Building Automation Systems/ Technical University of Construction			2010/Professional Engineer/ VA #0402047043		
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)					
19. Relevant Projects					
a.	(1) Title and Location (City and State)		(2) Year Completed		
	DC Department of General Services (DGS) Woody Ward Recreation Center (Formerly known as Benning Park Recreation Center) D/B, Washington, DC		Professional Services	Construction (If applicable)	
			2018	2021	
b.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm		
	Role: Sr. Electrical Engineer; Scope: As subconsultant to Moody Nolan, SETTY services include MEP/FP design for the modernization of Benning Park Community Center of approximately 24,000 sf. Pool and Pool house scope includes water services and replacement of all MEP/FP systems. Contract Value: \$79,800				
			2017	2019	
c.	(1) Title and Location (City and State)		(2) Year Completed		
	Edgewood Recreation Center Field House, Washington, DC		Professional Services	Construction (If applicable)	
			2017	2019	
d.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm		
	Role: Sr. Electrical Engineer; Scope: SETTY services include MEP/FP design services for new Edgewood Recreation Center of approximately 7,500 - 10,000 sf. The Edgewood Recreation Center project included the demolition and replacement of the existing community center with a new, larger, state-of-the-art recreation center containing an indoor gymnasium, fitness room, multipurpose rooms, computer, youth and senior lounges and rooftop farm. Contract Value: \$101,965				
			2020	2021	
e.	(1) Title and Location (City and State)		(2) Year Completed		
	DC DGS Arboretum Community Center, Washington, DC		Professional Services	Construction (If applicable)	
			2020	2021	
d.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm		
	Role: Sr. Electrical Engineer; Scope: As subconsultant to IStudio Architects, SETTY services include MEP/FP design, LEED and Construction Administration for a new 5,500 SF Community Center and renovation of Arboretum Park, located at 2412 Rand Place, NE, Washington, DC. Arboretum Park, situated on 2.45 Acres, encompasses an existing recreation center, two children's playgrounds, basketball court, two tennis courts, outdoor fitness park, a greenhouse, gardens. Contract Value: \$80,000				
			2018	2018	
e.	(1) Title and Location (City and State)		(2) Year Completed		
	Maryland-National Capital Parks & Planning Commission Brookside Garden Greenhouse, Wheaton, MD		Professional Services	Construction (If applicable)	
			2018	2018	
e.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm		
	Role: Sr. Electrical Engineer; Scope: SETTY services include MEP/FP design-build approach for Brookside Garden Greenhouse of approximately 11,500 sf which includes New Art Glasshouse of approximately 10,000 sf and new head house of approximately 1,500 sf. Contract Value: \$91,500				
			2019	2020	
e.	(1) Title and Location (City and State)		(2) Year Completed		
	Northern Virginia Community College, Annandale Campus CT Elevator Modernization, Alexandria, VA		Professional Services	Construction (If applicable)	
			2019	2020	
e.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm		
	Role: Sr. Electrical Engineer; Scope: SETTY self-performed MEP Design services and subcontracting out Elevator Design Engineering and Assessment Services for the Modernization of one Hydraulic Elevator in the Engineering Building. Contract Value: \$60,574				
			2019	2020	

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

E. Resumes of Key Personnel Proposed for This Contract

(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years Experience	
C. Ivan Herndon, P.E.		Electrical Engineer		a. Total	b. With This Firm
				09	01
15. Firm Name and Location (City and State) Setty & Associates, Ltd.; Charlottesville, VA					
16. Education (Degree and Specialization) BE/2009/Electrical Engineering/ Virginia Commonwealth University			17. Current Professional Registration (State and Discipline) 2019/Professional Engineer VA #058163		
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)					
19. Relevant Projects					
a.	(1) Title and Location (City and State) 11TH Street Bridge Park Project, Washington, DC		(2) Year Completed Professional Services 2022	Construction (If applicable) Est. 2024	
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> Electrical Engineer; <u>Scope:</u> As subconsultant to Whitman Requardt & Associates, LLP, SETTY services include Mechanical, Electrical, Plumbing, and Fire Protection design engineering and construction administration for this innovative and important public works project. Our scope includes two buildings: one is the Environmental Education Center, located on the land side of the bridge; the other is a Café located on the bridge itself. <u>Contract Value:</u> \$569,945		<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) Title and Location (City and State) Alpine-X FFX Peak Energy, Lorton, VA		(2) Year Completed Professional Services Ongoing	Construction (If applicable) TBD	
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> Electrical Engineer; <u>Scope:</u> SETTY services include Energy Consulting for initial planning and zoning (master planning, conceptual design, rezoning) and other phases of Alpine-X's indoor snow sports resort at Fairfax Peak. <u>Contract Value:</u> \$37,500		<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) Title and Location (City and State) City of Charlottesville Venable ES Cooling Tower Replacement Charlottesville, VA		(2) Year Completed Professional Services 2022	Construction (If applicable) Est. 2023	
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> Electrical Engineer; <u>Scope:</u> SETTY services include the replacement Cooling Tower and associated Condenser Water Pumping Design and Construction Administration for Venable Elementary to update these system components for an extended lifecycle. <u>Contract Value:</u> \$38,111		<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) Title and Location (City and State) Albemarle County Jouett Middle and Murray High Generator Installation, Charlottesville, VA		(2) Year Completed Professional Services 2021	Construction (If applicable) Ongoing	
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> Electrical Engineer; <u>Scope:</u> Under an IDIQ Contract with Albemarle County, SETTY is providing MEP Engineering Services for the new stand-by power systems for both Jack Jouett Middle School (210 Lams Road, Charlottesville, VA 22901) and Murray High School (1200 Forest Street, Charlottesville, VA 22903). <u>Contract Value:</u> \$40,583		<input checked="" type="checkbox"/> Check if project performed with current firm		
e.	(1) Title and Location (City and State) College of William and Mary, SWEM Library Study Williamsburg, VA		(2) Year Completed Professional Services 2022	Construction (If applicable) N/A	
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role <u>Role:</u> Electrical Engineer; <u>Scope:</u> SETTY's services include MEP/FP, Fire Alarm and Building Automation & Controls engineering assessment for the existing, CWM Swem Library Building. <u>Contract Value:</u> \$4,600		<input checked="" type="checkbox"/> Check if project performed with current firm		

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

E. Resumes of Key Personnel Proposed for This Contract

(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years' Experience	
Dejan Tadic, CPD		Sr. Plumbing/FP Engineer		a. Total	b. With This Firm
				16	14
15. Firm Name and Location (City and State)					
Setty & Associates, Ltd; Fairfax, VA					
16. Education (Degree and Specialization)		17. Current Professional Registration (State and Discipline)			
Mechanical Engineering/University of Virginia (3 years)		2016/ASPE Certified Plumbing Design CPD #903091			
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)					
19. Relevant Projects					
a.	(1) Title and Location (City and State)		(2) Year Completed		
	Department of General Services (DGS) Langdon Park Pool- Pool House D-B, Washington, DC		Professional Services	Construction (If applicable)	
			2017	2018	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm			
<p><u>Role:</u> Sr. Plumbing Engineer; <u>Scope:</u> SETTY services include MEP/FP design, BIM/Revit Modeling, and Construction Administration to renovate two existing pools and pool houses: (1) Randall Pool located at 25 I Street, SW, Washington DC of approximately 17,500 sf, and (2) Langdon Park Pool located at 2860 Mills Avenue, NE, Washington, DC of approximately 21,500 sf. <u>Contract Value:</u> \$43,415</p>					
b.	(1) Title and Location (City and State)		(2) Year Completed		
	Loudoun County Lovettsville Community Center, Lovettsville, VA		Professional Services	Construction (If applicable)	
			2018	Ongoing	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm			
<p><u>Role:</u> Sr. Plumbing Engineer; <u>Scope:</u> SETTY services include MEP/FP design for construction of a new approximately 15,000 GSF Lovettsville Community Center facility. Services also include a feasibility study for the swimming pool and the addition of two (2) new (Senior and Fitness) classrooms. <u>Contract Value:</u> \$296,514</p>					
c.	(1) Title and Location (City and State)		(2) Year Completed		
	DC Department of General Services (DGS) Woody Ward Recreation Center (Formerly known as Benning Park Recreation Center) D/B, Washington, DC		Professional Services	Construction (If applicable)	
			2018	2021	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm			
<p><u>Role:</u> Sr. Plumbing Engineer; <u>Scope:</u> As subconsultant to Moody Nolan, SETTY services include MEP/FP design for the modernization of Benning Park Community Center of approximately 24,000 sf. Pool and Pool house scope includes water services and replacement of all MEP/FP systems. <u>Contract Value:</u> \$79,800</p>					
d.	(1) Title and Location (City and State)		(2) Year Completed		
	USDA National Center for Cool and the Cold-Water Aquaculture (NCCCWA) Whole-Building Dehumidifier for Fish Broodstock, Install Concrete Drain Trenches in Fish Broodstock Kearneysville, WV		Professional Services	Construction (If applicable)	
			2021	Ongoing	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm			
<p><u>Role:</u> Sr. Plumbing Engineer; <u>Scope:</u> SETTY services include Study and design a solution to drain the accumulated surface water and maintain a dry floor at the tank room designated area. <u>Contract Value:</u> \$86,654</p>					
e.	(1) Title and Location (City and State)		(2) Year Completed		
	DC Public Schools, Ballou High School Modernization Washington, DC		Professional Services	Construction (If applicable)	
			2012	2016	
(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		X Check if project performed with current firm			
<p><u>Role:</u> Sr. Plumbing Engineer; <u>Scope:</u> SETTY services include MEP design and construction administration for this new, 322,000 sf High School, including a large football stadium, 37 new classrooms, science labs, training centers, swimming pool, culinary arts, kitchen, greenhouse, performing & visual arts space, and an 8,600sf auditorium. LEED Gold Certified. <u>Contract Value:</u> \$1,454,350</p>					

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

E. Resumes of Key Personnel Proposed for This Contract

(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years Experience	
Davor Hrescak		Plumbing Engineer		a. Total	b. With This Firm
				39	21
15. Firm Name and Location (City and State)					
Setty & Associates, Ltd.; Fairfax, VA					
16. Education (Degree and Specialization)			17. Current Professional Registration (State and Discipline)		
Certification/1998/Architectural Drafting					
Certification/1981/Technical Drawing					
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.)					
19. Relevant Projects					
a.	(1) Title and Location (City and State)		(2) Year Completed		
	Arlington YMCA Redevelopment, Arlington, VA		Professional Services	Construction (If applicable)	
			Ongoing	TBD	
b.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/>	Check if project performed with current firm	
	Role: Plumbing Engineer; Scope: SETTY services include MEP design for both the base building and interior fit-out of the entire structure. The replacement YMCA facility will be approximately 50,000 – 80,000 SF of new construction. The new facility will have a two-story natatorium with a below-grade pool and racketball and tennis courts. Contract Value: \$442,540				
			2018	Ongoing	
c.	(1) Title and Location (City and State)		(2) Year Completed		
	Loudoun County Lovettsville Community Center, Lovettsville, VA		Professional Services	Construction (If applicable)	
			2018	Ongoing	
d.	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/>	Check if project performed with current firm	
	Role: Plumbing Engineer; Scope: SETTY services include MEP/FP design for construction of a new approximately 15,000 GSF Lovettsville Community Center facility. Services also include a feasibility study for the swimming pool and the addition of two (2) new (Senior and Fitness) classrooms. Contract Value: \$296,514				
			2012	2016	
e.	(1) Title and Location (City and State)		(2) Year Completed		
	DC Public Schools, Ballou High School Modernization Washington, DC		Professional Services	Construction (If applicable)	
			2012	2016	
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/>	Check if project performed with current firm	
	Role: Plumbing Engineer; Scope: SETTY services include MEP design and construction administration for this new, 322,000 sf High School, including a large football stadium, 37 new classrooms, science labs, training centers, swimming pool, culinary arts, kitchen, greenhouse, performing & visual arts space, and an 8,600sf auditorium. LEED Gold Certified. Contract Value: \$1,454,350				
			2012	2016	
	(1) Title and Location (City and State)		(2) Year Completed		
	Ferebee Hope Indoor Pool Renovation, Washington, DC		Professional Services	Construction (If applicable)	
			2016	2017	
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/>	Check if project performed with current firm	
	Role: Plumbing Engineer; Scope: SETTY services include MEP design services for renovation of the existing Ferebee Hope Indoor Pool. Contract Value: \$28,810				
			2016	2017	
	(1) Title and Location (City and State)		(2) Year Completed		
	Prince William County Schools, Elizabeth Vaughn Elementary School HVAC Replacement, Woodbridge, VA		Professional Services	Construction (If applicable)	
			2019	2019	
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role		<input checked="" type="checkbox"/>	Check if project performed with current firm	
	Role: Plumbing Engineer; Scope: Under term contract with PWCPS, SETTY provided engineering services for the replacement of two Rooftop Units (RTU) located on existing Pod classrooms. Scope included Structural Assessment of existing POD classrooms to ensure their ability to support new RTUs. Contract Value: \$67,242				
			2019	2019	

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

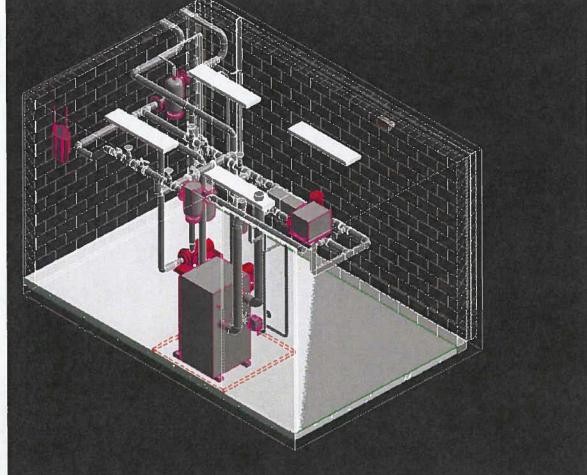
E. Resumes of Key Personnel Proposed for This Contract
(Complete one Section E for each key person.)

12. Name		13. Role In This Contract		14. Years Experience	
Gregory C. Ellen, PE		Structural Project Manager		a. Total	b. With This Firm
				22	22
15. Firm Name and Location (City and State) Dunbar PLLC, Richmond, VA					
16. Education (Degree and Specialization) MS/Civil Engineering / 2000 / Structural Engineering / North Carolina State University B.S./Civil Engineering / 1998 / Virginia Military Institute			17. Current Professional Registration (State and Discipline) 2004/Professional Engineer/ VA #039564		
18. Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.) American Council of Engineering Companies, American Institute of Steel Construction, Structural Engineers Association of Virginia					
19. Relevant Projects					
a.	(1) Title and Location (City and State) Corps Physical Training Facility / Aquatic Center, Virginia Military Institute, Lexington, VA		(2) Year Completed Professional Services Construction (If applicable) 2022 2023		
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role Role: Structural Principal-in-Charge; Scope: Structural design of new 58,000 SF natatorium with a 50-meter pool and associated support spaces, classrooms, offices and spectator seating for 750. Contract Value: Unknown		<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) Title and Location (City and State) NOVA Aquatics Facility, Regency Mall, Henrico, VA		(2) Year Completed Professional Services Construction (If applicable) 2020 2021		
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role Role: Structural Principal-in-Charge; Scope: Structural design for new 80,000 square foot indoor aquatics facility, built inside a former two-story Macy's department store. The project included one 50-meter pool, two 25-yard pools, locker rooms, swim shop, coach's office, lobby and upper mezzanine for viewing. This was a public-private partnership venture between NOVA Aquatics and Henrico County, Virginia. Contract Value: Unknown		<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	(1) Title and Location (City and State) City of Richmond, Southside Community Center, Richmond, VA		(2) Year Completed Professional Services Construction (If applicable) 2022 2024		
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role Role: Structural Project Manager; Scope: Structural design of a 30,000 SF addition to an existing building, including an auxiliary gymnasium, boxing studio, kitchen, indoor playground and support spaces. A new mezzanine will connect to the existing facility. Contract Value: Unknown		<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	(1) Title and Location (City and State) University of Richmond, Keller Hall Renovation, Richmond, VA		(2) Year Completed Professional Services Construction (If applicable) 2018 2019		
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role Role: Structural Project Manager; Scope: Renovation of the university's 20,000 SF visual arts building, including reconfiguration of rooms, total replacement of HVAC system, new roof top mechanical units and new skylights. Contract Value: Unknown		<input checked="" type="checkbox"/> Check if project performed with current firm		
e.	(1) Title and Location (City and State) University of Virginia, Smith Hall Renovation, Charlottesville, VA		(2) Year Completed Professional Services Construction (If applicable) Ongoing, phased TBD		
	(3) Brief Description (Brief Scope, Size, Cost, etc.) and Specific Role Role: Structural Principal-in-Charge; Scope: Phased renovation and reconfiguration of 42,400 SF existing Smith Hall from hotel functionality to office/administration use. Involves separating the northern and southern wings of the building, partial demolition of southern pavilions, addition of a gateway between Smith Hall and the new Inn at Darden, and a full MEP systems replacement. Contract Value: Unknown		<input checked="" type="checkbox"/> Check if project performed with current firm		

SF-330 Part I – Section F: **Relevant Projects Experience**

F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 1	
21. Title and Location (City and State) Arlington YMCA Redevelopment, Arlington, VA		22. Year Completed Professional Services Construction (<i>If applicable</i>) Ongoing TBD	
23. Project Owner's Information			
a. Project Owner YMCA is the project owner. Perkins Eastman DC is the prime contract holder.	b. Point of Contact (POC) Name Tim Bertschinger (Perkins Eastman)	c. POC Telephone Number (202) 384-1889 t.bertschinger@perkinseastman-dc.com	
24. Brief Description of Project and Relevance to This Contract (<i>Include scope, size, and cost</i>)			
<p>Description of Project: The YMCA is the current owner of property located at 3400, 3422 and 3444 13th Streets N. in Arlington, Virginia. An existing YMCA facility sits on the 4.4-acre site. The YMCA has plans to sell the eastern portion of the site to Republic-Michaels to develop an approximately 350-unit residential building. The replacement facility YMCA will be developed on the western portion of the site.</p> <p>The new facility will have a two-story natatorium with a below-grade pool and racketball and tennis courts.</p> <p>SETTY services include MEP design for both the base building and interior fit-out of the entire structure.</p> <p>The replacement YMCA facility will be approximately 50,000 – 80,000 SF of new construction and will feature the following components:</p> <ul style="list-style-type: none"> ▪ Administration Areas ▪ Lobby and Member Service Center ▪ Male, Female, and Universal Locker Rooms ▪ Child Watch Area and Kids Adventure Center ▪ Community/Multipurpose Room ▪ Inter-generational Centers ▪ Gymnasium ▪ Indoor Walking/Jogging Track (TBD) ▪ Group Exercise Studios ▪ Wellness Center ▪ Indoor Lap Pool ▪ Indoor Recreational Pool ▪ Indoor Tennis Courts <p>Contract Value: \$442,540</p>			
25. Firms from Section C Involved with This Project			
a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA/ Washington, DC	(3) Role Subconsultant

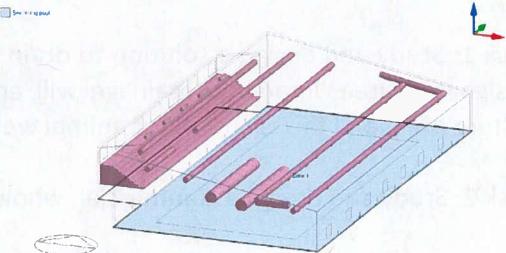
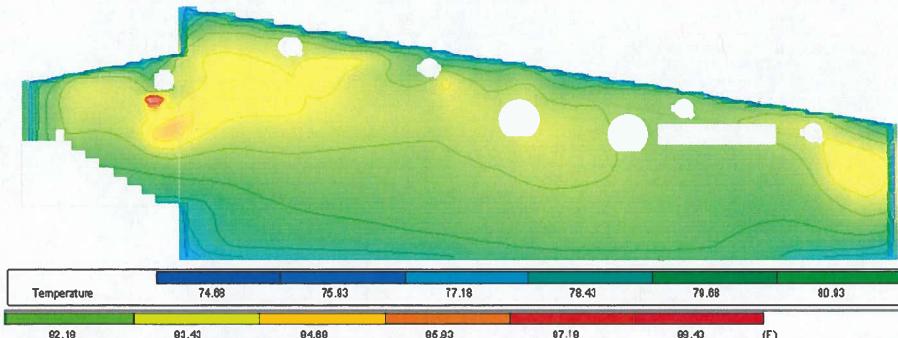
F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 2						
21. Title and Location (City and State) Department of General Services (DGS) Langdon Park Pool- Pool House D-B, Washington, DC		22. Year Completed <table border="1" data-bbox="910 333 1530 407"> <tr> <td data-bbox="910 333 1188 375">Professional Services</td> <td data-bbox="1188 333 1530 375">Construction (If applicable)</td> </tr> <tr> <td data-bbox="910 375 1188 407">2017</td> <td data-bbox="1188 375 1530 407">2018</td> </tr> </table>	Professional Services	Construction (If applicable)	2017	2018		
Professional Services	Construction (If applicable)							
2017	2018							
23. Project Owner's Information <table border="1" data-bbox="89 449 1530 614"> <tr> <td data-bbox="89 449 551 492">a. Project Owner</td> <td data-bbox="551 449 1078 492">b. Point of Contact (POC) Name</td> <td data-bbox="1078 449 1530 492">c. POC Telephone Number</td> </tr> <tr> <td data-bbox="89 492 551 614">DGS was the owner. Studio27 Architecture was the prime contract holder.</td> <td data-bbox="551 492 1078 614">Mr. Todd Ray, FAIA, LEED AP (Studio 27)</td> <td data-bbox="1078 492 1530 614">202-831-5388 tray@pagethink.com</td> </tr> </table>			a. Project Owner	b. Point of Contact (POC) Name	c. POC Telephone Number	DGS was the owner. Studio27 Architecture was the prime contract holder.	Mr. Todd Ray, FAIA, LEED AP (Studio 27)	202-831-5388 tray@pagethink.com
a. Project Owner	b. Point of Contact (POC) Name	c. POC Telephone Number						
DGS was the owner. Studio27 Architecture was the prime contract holder.	Mr. Todd Ray, FAIA, LEED AP (Studio 27)	202-831-5388 tray@pagethink.com						
24. Brief Description of Project and Relevance to This Contract (Include scope, size, and cost)								
<p>Description of Project: SETTY services include MEP/FP design, BIM/Revit Modeling, and Construction Administration to renovate two existing pools and pool houses: (1) Randall Pool located at 25 I Street, SW, Washington DC of approximately 17,500 sf, and (2) Langdon Park Pool located at 2860 Mills Avenue, NE, Washington, DC of approximately 21,500 sf. Pool and Pool house scopes include water services and replacement of all MEP systems.</p>								
								
<p>Contract Value: \$43,415</p>								
25. Firms from Section C Involved with This Project								
<table border="1" data-bbox="89 1797 1073 1890"> <tr> <td data-bbox="89 1797 523 1839">(1) Firm Name</td> <td data-bbox="523 1797 1073 1839">(2) Firm Location (City and State)</td> <td data-bbox="1073 1797 1543 1839">(3) Role</td> </tr> <tr> <td data-bbox="89 1839 523 1890">SETTY</td> <td data-bbox="523 1839 1073 1890">Fairfax, VA/Washington, DC</td> <td data-bbox="1073 1839 1543 1890">Subconsultant</td> </tr> </table>	(1) Firm Name	(2) Firm Location (City and State)	(3) Role	SETTY	Fairfax, VA/Washington, DC	Subconsultant		
(1) Firm Name	(2) Firm Location (City and State)	(3) Role						
SETTY	Fairfax, VA/Washington, DC	Subconsultant						

F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 3				
21. Title and Location (City and State) Loudoun County Lovettsville Community Center, Lovettsville, VA		22. Year Completed Professional Services Construction (<i>If applicable</i>) 2018 Ongoing				
23. Project Owner's Information						
a. Project Owner Louviere, Stratton & Yokel, LLC (prime contract holder)	b. Point of Contact (POC) Name L. Roger Watson, III	c. POC Telephone Number 301-495-4265				
24. Brief Description of Project and Relevance to This Contract (<i>Include scope, size, and cost</i>)						
<p>Description of Project: SETTY services include MEP/FP design for construction of a new approximately 15,000 GSF Lovettsville Community Center facility. The new facility is planned to be located on an existing County-owned site at 57 East Broad Way, Lovettsville, VA 20180. The facility is designed to achieve the minimum rating of LEED Silver. Currently providing construction administration services. Services also include a feasibility study for the swimming pool and the addition of two (2) new (Senior and Fitness) classrooms. </p> <p>Scope also included:</p> <ul style="list-style-type: none"> ■ Site survey to collect the existing MEP/FP conditions, including incoming utility information for the swimming pool. ■ Prepared the complete MEP/FP design for two (2) new classrooms.  						
<p>Contract Value: \$296,514</p> <p>25. Firms from Section C Involved with This Project</p> <table border="1"> <tr> <td>a.</td> <td>(1) Firm Name SETTY</td> <td>(2) Firm Location (City and State) Fairfax, VA</td> <td>(3) Role MEP/FP Subconsultant</td> </tr> </table>			a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA	(3) Role MEP/FP Subconsultant
a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA	(3) Role MEP/FP Subconsultant			

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 4						
21. Title and Location (City and State) DC Department of General Services (DGS) Woody Ward Recreation Center (Formerly known as Benning Park Recreation Center) D/B, Washington, DC		22. Year Completed <table border="1" style="width: 100%;"><tr><td style="width: 50%;">Professional Services</td><td style="width: 50%;">Construction (If applicable)</td></tr><tr><td style="text-align: center;">2018</td><td style="text-align: center;">2021</td></tr></table>	Professional Services	Construction (If applicable)	2018	2021		
Professional Services	Construction (If applicable)							
2018	2021							
23. Project Owner's Information <table border="1" style="width: 100%;"><tr><td style="width: 33%;">a. Project Owner</td><td style="width: 33%;">b. Point of Contact (POC) Name</td><td style="width: 34%;">c. POC Telephone Number</td></tr><tr><td>DGS was owner. Moody Nolan DC was prime contract holder.</td><td>Ms. Linda Nunnelly, LEED AP (Moody Nolan)</td><td>470-480-7590</td></tr></table>			a. Project Owner	b. Point of Contact (POC) Name	c. POC Telephone Number	DGS was owner. Moody Nolan DC was prime contract holder.	Ms. Linda Nunnelly, LEED AP (Moody Nolan)	470-480-7590
a. Project Owner	b. Point of Contact (POC) Name	c. POC Telephone Number						
DGS was owner. Moody Nolan DC was prime contract holder.	Ms. Linda Nunnelly, LEED AP (Moody Nolan)	470-480-7590						
24. Brief Description of Project and Relevance to This Contract <i>(Include scope, size, and cost)</i>								
<p>Description of Project: As subconsultant to Moody Nolan, SETTY services include MEP/FP design for the modernization of Benning Park Community Center of approximately 24,000 sf. Renovation spaces include multi-purpose, kitchen, computer lab, fitness area, dance studio, office area, reception area, lounge area, locker rooms, restrooms, boxing area, gymnasium and ADA accessibility upgrades. Pool and Pool house scope includes water services and replacement of all MEP/FP systems.</p> 								
<p>Contract Value: \$79,800</p>								
25. Firms from Section C Involved with This Project								
a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA/Washington, DC						
		(3) Role MEP/FP Subconsultants						

F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 5				
21. Title and Location (City and State) Claude Moore Pool CFD Analysis, Sterling, VA		22. Year Completed Professional Services Construction (If applicable) 2017 2017				
23. Project Owner's Information a. Project Owner b. Point of Contact (POC) Name c. POC Telephone Number Loudoun County Parks & Recreation was the project owner. Brinjac Engineering was the prime contract holder. Unavailable Unavailable						
24. Brief Description of Project and Relevance to This Contract (Include scope, size, and cost)						
<p>Description of Project: SETTY services include CFD Analysis for Claude Moore pool that requires modifications to the ductwork in order to improve the airflow. This 89,000 SF state-of-the-art recreation center includes a fitness atrium, 10,000 sf Aquatics Center with 50-meter competition pool and therapeutic pool, multipurpose gymnasium, 30-foot rock-climbing wall, jogging and walking track, multipurpose rooms, and administrative areas.</p>  						
<p>Contract Value: \$37,000</p> <p>25. Firms from Section C Involved with This Project</p> <table border="1"> <tr> <td>a.</td> <td>(1) Firm Name SETTY</td> <td>(2) Firm Location (City and State) Fairfax, VA/Washington, DC</td> <td>(3) Role Subconsultant</td> </tr> </table>			a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA/Washington, DC	(3) Role Subconsultant
a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA/Washington, DC	(3) Role Subconsultant			

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 6
21. Title and Location (City and State)		22. Year Completed
USDA National Center for Cool and the Cold-Water Aquaculture (NCCCWA) Whole-Building Dehumidifier for Fish Broodstock, Install Concrete Drain Trenches in Fish Broodstock Kearneysville, WV		Professional Services Construction <i>(If applicable)</i>
		2021 Ongoing
23. Project Owner's Information		
a. Project Owner	b. Point of Contact (POC) Name	c. POC Telephone Number
USDA ARS	Nick Esprecision	304-725-3451 (Ext. 2110) Nick.Esprecision@USDA.GOV
24. Brief Description of Project and Relevance to This Contract <i>(Include scope, size, and cost)</i>		
<p>Description of Project: SETTY services include Design and Construction Administration for the below tasks:</p> <p>Task 1: Study and design a solution to drain the accumulated surface water and maintain a dry floor at the tank room designated area. Improved drainage will encourage more routine, and enable more effective, cleaning of the fish culture area, and this is critical for animal welfare.</p> <p>Task 2: Study and design a commercial, whole building dehumidifier system for the Fish Broodstock Building.</p>		
<p>Contract Value: \$86,654</p>		
25. Firms from Section C Involved with This Project		
a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA
		(3) Role Prime

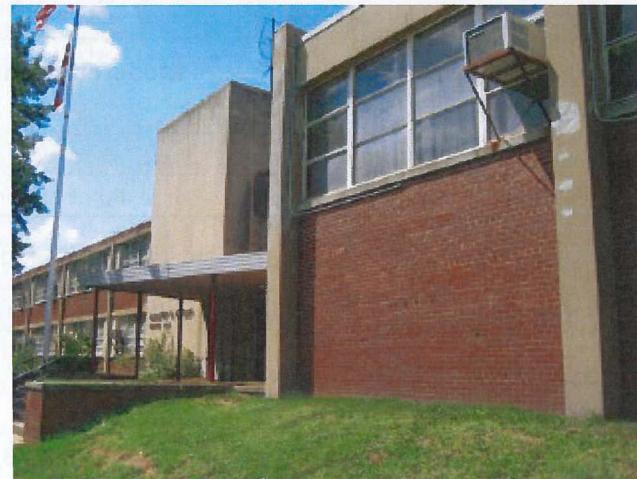
F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 7
21. Title and Location (City and State) DC Public Schools, Ballou High School Modernization Washington, DC		22. Year Completed Professional Services Construction (If applicable) 2012 2016
23. Project Owner's Information a. Project Owner b. Point of Contact (POC) Name c. POC Telephone Number DGS was owner. Bowie Gridley Architects was prime contract holder. Unavailable due to age of project Unavailable		
24. Brief Description of Project and Relevance to This Contract (Include scope, size, and cost)		
<p>Description of Project:</p> <p>SETTY services include MEP design and construction administration for this new, 322,000 sf High School, including a large football stadium, 37 new classrooms, science labs, training centers, swimming pool, culinary arts, kitchen, greenhouse, performing & visual arts space, and an 8,600sf auditorium. Additionally, SETTY conducted a feasibility study looking into the requirements for achieving net-zero energy (NZE) status. Two 3 MW Turbines provide all the power requirements for the school. The plant is an N+1 configuration, which allows power requirements to be satisfied in the event one of the turbines is offline for servicing.</p> <p>Furthermore, although not being implemented due to budget constraints, SETTY provided DCPS with a schematic design of an innovative net-zero facility that would have derived its energy from a wood-burning Biomass plant. The plant would have included an 8 MW Btu boiler burning wood chips from a fuel-fed auger system featuring a primary combustion zone, tertiary combustion air, an emission control device, an economizer, an ash removal bin, an induced draft fan, and an automatic de-ash system. This system would have generated high-temperature hot water for powering the building's two 3 MW turbines.</p> <p>Mechanical systems designed included DOAS (Dedicated outdoor air system) and AHU's (Air handling Units). The new school features a four-pipe hydronic mechanical system consisting of condensing boilers for heating and chillers plus a cooling tower for cooling. Designed Photovoltaic system about- 146,000 sf approximately 1,500 kW.</p> <p>The project achieved LEED Gold certification.</p> <p>Contract Value: \$1,454,350</p>		
25. Firms from Section C Involved with This Project		
a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA / Washington, DC
	(3) Role Subconsultant	



F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 8
21. Title and Location (City and State)		22. Year Completed
DC DGS Emergency COVID Preparedness / BAS Upgrade for 117 Schools, Washington, DC		Professional Services Construction <i>(If applicable)</i> 2021 TBD
23. Project Owner's Information		
a. Project Owner	b. Point of Contact (POC) Name	c. POC Telephone Number
DC DGS	Domonique Banks	202-724-4121 domonique.banks@dc.gov
24. Brief Description of Project and Relevance to This Contract <i>(Include scope, size, and cost)</i>		
<p>Description of Project:</p> <p>With the onset of the COVID pandemic (2020), DGS decided that a more comprehensive assessment and retrofit of the existing systems was mandatory to ensure optimal air quality for students, faculty, and visitors to 117 active public-school buildings. Central to these upgrades is upgrading of the schools' Building Automation Systems. Under this scope of work, SETTY, as Prime consultant, designed a Delta Controls enteliWEB facility and energy management system for each school to monitor and control the main HVAC equipment from a remote network operations center.</p>		
<p>SETTY's scope included both Assessment and Design:</p> <p>Phase 1: Assessment and System Modification</p> <ul style="list-style-type: none"> ▪ Contractor training on use of enteliWEB ▪ Coordinate with contractors to develop definite scope of work ▪ Work with contractors to create COVID sequence of operations in the BAS to improve ventilation ▪ Detect any sensor and hardware failure and create details report <p>Phase 2: Design & Construction</p> <ul style="list-style-type: none"> ▪ Connect sites to central enteliWEB Digital FM platform <ul style="list-style-type: none"> ○ BACnet router/controller — allows for bi-directional BACnet traffic between in building ○ BAS and Cloud. Also provides global logic programming ○ Voltron box - capture data values every 10 minutes and send to cloud archiver ○ Tempered Network HIP switch - cyber security device ▪ Meta-data tagging of trended data points <ul style="list-style-type: none"> ○ These tags applied to data points allow any/all applications to understand what the data is - it describes the data so applications can consume it. ▪ End-user interface UI - used for managing, understanding, and trouble-shooting <ul style="list-style-type: none"> ○ Building/equipment performance <ul style="list-style-type: none"> • Building summary graphic • Equipment graphics • Floor plan graphics • Multi-trend graphs/charts • Reports and performance KPI's 		



- Automated fault detection
 - Proactively discovers non-critical but poorly functioning HVAC equipment – performance score
 - Full fault detection and diagnostics of all HVAC system
 - Looks at all equipment and all data points
 - SETTY ,and its subcontractor Intellimation, to Integrate via API Senseware sensors
- Zoning, scheduling, optimum start, & Covid sequences
- Critical alarming
- Site surveys for both medium and hard sites to determine exact scope of work needed to provide an adequate level of monitoring and control



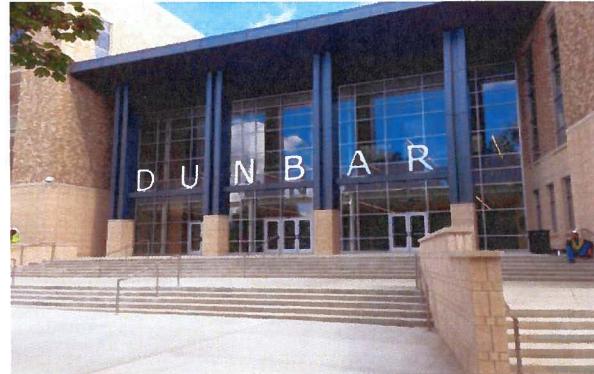
This project received the 2021 Project of the Year Award presented by the Construction Management Association of America National Capital Chapter.

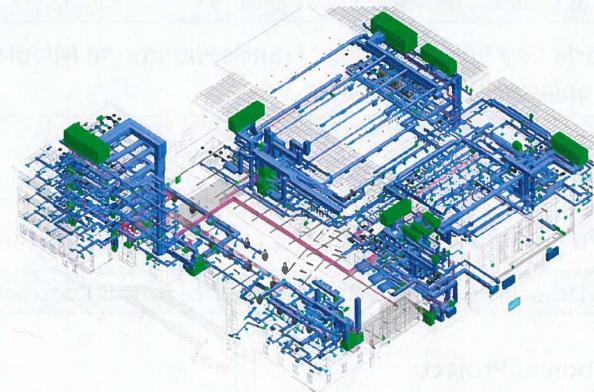
Contract Value: \$3.8 Million

25. Firms from Section C Involved with This Project

	(1) Firm Name	(2) Firm Location (<i>City and State</i>)	(3) Role
a.	SETTY	Fairfax, VA/Washington, DC	Prime Engineer / Engineer of Record

F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 9
21. Title and Location <i>(City and State)</i> DC Public Schools, Dunbar High School Modernization Washington, DC		22. Year Completed Professional Services Construction <i>(If applicable)</i> 2012 2013
23. Project Owner's Information a. Project Owner b. Point of Contact (POC) Name c. POC Telephone Number DGS was project owner. Perkins Eastman was prime contract holder. Unavailable due to age of project Unavailable		
24. Brief Description of Project and Relevance to This Contract <i>(Include scope, size, and cost)</i>		
<p>Description of Project:</p> <p>As part of District's program to modernize DC schools, the Historic Dunbar High School was demolished and a new 276,536 sf one was constructed to include state-of-art sustainable features and modern requirements. The school boasts the largest urban geothermal system in DC. The project achieved Leadership in Energy and Environmental Design (LEED) Platinum certification in 2015, scoring 91 out of 110 possible points on the USGBC rating system.</p> <p>Project Highlights & Sustainable Features SETTY Designed for the Dunbar High School:</p> <ul style="list-style-type: none"> ■ Living Classrooms— Students learn about High Performance Building features from plaques placed throughout the space ■ 6 DOAS @ 8,000 to 24,000 cfm (23 to 72 tons cooling). ■ 22 to 66 tons heat wheel cooling capacities with less than 2% cross contamination. ■ Designed with exhaust fan to minimize cross flow. ■ Largest urban geothermal system in DC— 850 Tons with 362 vertical loop wells at 460 feet deep, placed below the surface of the school's athletic fields. ■ Rainwater Harvesting— Two 20,000-gallon cisterns and low-flow systems for collecting and reusing rainwater conserving more than 1.4 million gallons of potable water each year. ■ Designed 482 kilowatt (kW) photovoltaic solar system that generates enough energy on a sunny summer day to power all classroom lights for eight hours, low VOC materials and enhanced lighting controls. ■ The design is expected to have 26.92% energy savings and 28.2% cost savings in comparison with the baseline design. ■ Solar Power: Through a solar power purchase agreement, the building power is generated from a roof-mounted, 480 kW solar panel array. ■ Radiant floor heating: The school's large atrium features radiant floor heating. ■ Ventilation: Provided by several DOAS units equipped with energy recovery units ■ Used low-VOC materials enhance indoor air quality. ■ Daylighting is employed via numerous windows. Lighting features dimmable ballasts and an advanced control system incorporating occupancy sensors and automated timers. 		





Contract Value: \$1,312,187

25. Firms from Section C Involved with This Project

	(1) Firm Name	(2) Firm Location (<i>City and State</i>)	(3) Role
a.	SETTY	Fairfax, VA/ Washington, DC	Subconsultant

F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. Example Project Key Number 10
21. Title and Location (City and State) Alexandria City Public Schools, Francis Hammond Middle School HVAC Replacement, Alexandria, VA		22. Year Completed Professional Services Construction <i>(If applicable)</i> 2021 2021
23. Project Owner's Information a. Project Owner b. Point of Contact (POC) Name c. POC Telephone Number Alexandria City Public Schools Alex Alexander 703-461-4152 Alex.alexander@acps.k12.va.us		
24. Brief Description of Project and Relevance to This Contract <i>(Include scope, size, and cost)</i>		
<p>Description of Project:</p> <p>As Prime A/E consultant, SETTY services include HVAC assessment, design and Construction Administration for the Francis C. Hammond Middle School. The project involved necessary design services associated with the replacement and reconfiguration of the existing HVAC & Controls Systems, along with Structural and Electrical upgrades to accommodate the new equipment. New HVAC units were installed include Rooftop Units, a DOAS unit, and Fan Coil Units. SETTY coordinated the work of Structural and Cost Estimating subconsultants.</p> <p>The following equipment were replaced and installed:</p> <ul style="list-style-type: none"> ▪ OA-1 and New VAV Boxes. ▪ AHU-2 replaced with RTU-21. ▪ AHU-4/CU-4 replaced with RTU-22 and new RHVAV Boxes. ▪ AHU-5/CU-5 replaced with RTU-23. ▪ SSI-1 and SSI-4. ▪ Locker Room CUHS and EF-1 Thru 3. ▪ AC-1 Thru 4 to be Installed. ▪ DWH-1 and DHWP-1 and 2. 		
		
<p>Contract Value: \$247,698</p>		
25. Firms from Section C Involved with This Project		
a.	(1) Firm Name SETTY	(2) Firm Location (City and State) Fairfax, VA
		(3) Role Prime

SF-330 Part I – Section G: **Key Personnel Participation**

G. Key Personnel Participation in Example Projects

26. Names of Key Personnel (From Section E, Block 12)	27. Role In This Project (From Section E, Block 13)	28. Example Projects Listed in Section F (Fill in "Example Projects Key" section below before completing table. Place "x" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Boggarm S Setty, P.E., FASHRAE, FAEE	Principal-in-Charge/ Contract Manager	X	X	X	X	X	X	X	X	X	X
Anastase Ioannidis, R.A., CSI	Quality Assurance / Quality Control										X
Joseph D'Alu, P.E., LEED AP BD+C, CEM	Project Manager	X									
Nitesh R. Shah, P.E.	Sr. Mechanical Engineer			X							
Branko Terzic, P.E.	Mechanical Engineer	X			X			X			
Paul Dumitrescu, P.E.	Sr. Electrical Engineer				X						
Dejan Tadic, CPD	Sr. Plumbing/FP Engineer		X	X	X		X	X		X	
Davor Hrescak	Plumbing Engineer	X		X				X		X	

29. Example Projects Key

No.	Title of Example Project (From Section F)	No.	Title of Example Project (From Section F)
1	Arlington YMCA Redevelopment, Arlington, VA	6	USDA National Center for Cool and the Cold-Water Aquaculture (NCCCWA) Whole-Building Dehumidifier for Fish Broodstock, Install Concrete Drain Trenches in Fish Broodstock Kearneysville, WV
2	Department of General Services (DGS) Langdon Park Pool- Pool House D-B, Washington, DC	7	DC Public Schools, Ballou High School Modernization Washington, DC
3	Lovettsville Community Center, Lovettsville, VA	8	DC DGS Emergency COVID Preparedness / BAS Upgrade for 117 Schools, Washington, DC
4	DC Department of General Services (DGS) Woody Ward Recreation Center (Formerly known as Benning Park Recreation Center) D/B, Washington, DC	9	DC Public Schools, Dunbar High School Modernization Washington, DC
5	Claude Moore Pool CFD Analysis, Sterling, VA	10	Alexandria City Public Schools, Francis Hammond Middle School HVAC Replacement, Alexandria, VA

SF-330 Part I – Section H: **Additional Information**

FIRM/TEAM'S EXPERIENCE IN SIMILAR TYPE OF SERVICES



SETTY & ASSOCIATES, LTD. (S/MBE)

**Project Management | Mechanical-Electrical-Plumbing & Fire Protection
Engineering | Commissioning | Construction Administration | Controls
LEED | BIM | Sustainability**

SETTY's mission is to deliver high performing buildings by creating sustainable, energy-efficient designs. Our experienced staff of Registered Professional Engineers, Certified Commissioning Agents, Certified Energy Managers, LEED Accredited Professionals, Certified Peer Reviewers, and Certified Construction Managers are driven by a fundamental concern for our clients. Responsiveness to client needs is a principle practiced throughout the firm, and we are committed to timely coordination of efforts even on a moment's notice, acting as an extension of the owner's property development staff.



SETTY has experience with many types of facilities and systems, including new construction, renovations, rehabilitation, and adaptive reuse. Specifically, we have extensive experience in MEP/FP engineering systems design, critical climate, and planning including feasibility studies, facility master plans, and preparation of construction documents and commissioning for new construction and renovations for labs, forensic science labs, clinics, hospitals, educational facilities, and associated office space for private and government facilities.

SETTY has ranked as one of the **Top 100 M/E/P Giants for 10 years** in a row now, according to Consulting-Specifying Engineer Magazine, a distinguishing ranking given to firms who provide cutting-edge professional engineering services. SETTY was nominated as one of the Washington Business Journal's 50 fastest growing firms in 2021.



Additionally, SETTY is a Minority-owned Business Enterprise (MBE) as certified by the State of Virginia Department of Minority Business Enterprise (SWaM Certificate #642).

SETTY

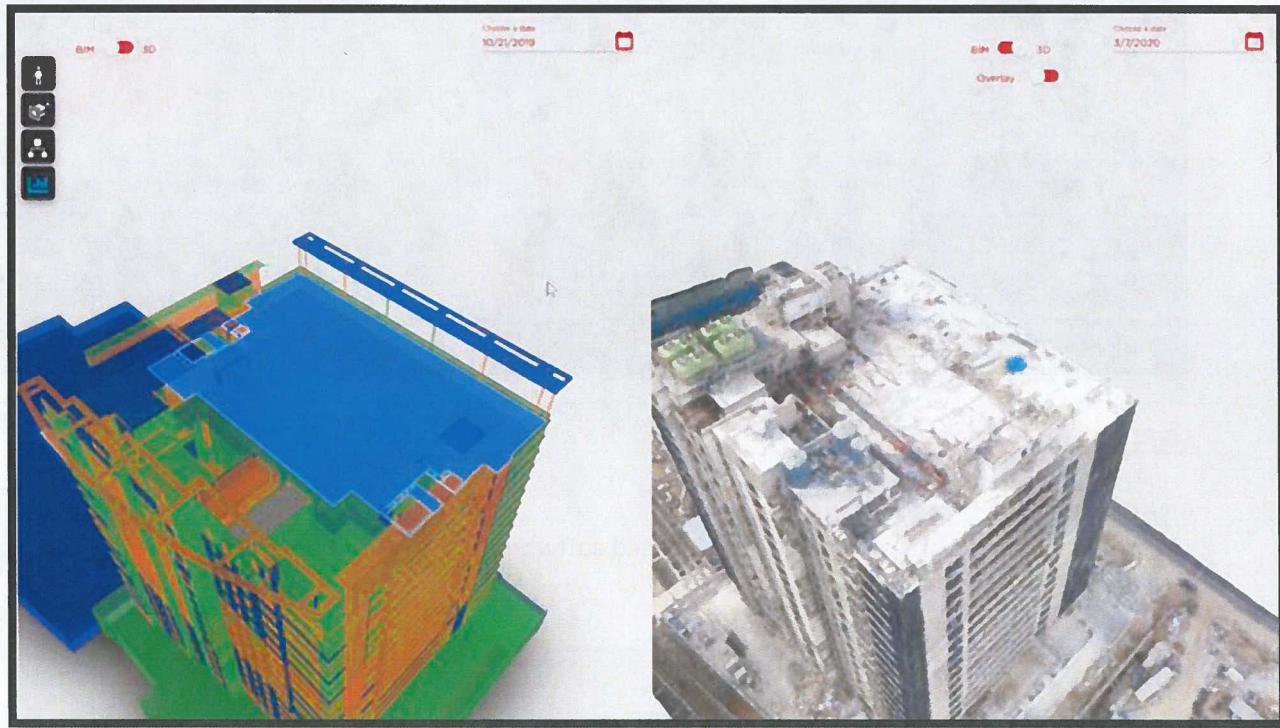
INDOOR AIR QUALITY LEADERSHIP

Indoor air quality in schools was not a critical topic of discussion prior to the COVID-19 pandemic. Once the pandemic shut down schools, air quality and filtration elevated to the top of everyone's priorities. SETTY has gained extensive experience with Indoor Air Quality and how to adapt current buildings to safeguard against future disruptions to occupancy.

SETTY, along with a team of consultants, quickly mobilized and **provided a solution DC Public Schools to mitigate the risk of infection in 117 K-12 public schools**. Under an accelerated delivery schedule, we ensured that all 117 schools were safe and fully operational by the 2021-2022 school year. At the time, there was no other large scale school system in the US that had implemented this level of air quality that met ASHRAE's guidance. **This project was an award-winning project, earning the Project of the Year award (Nationwide-2021) by the Construction Management Association.**

Innovative Tools

SETTY is and has always been forward thinking. That is another attribute that sets us apart. We provide and utilize many different tools that enhance our engineering services.



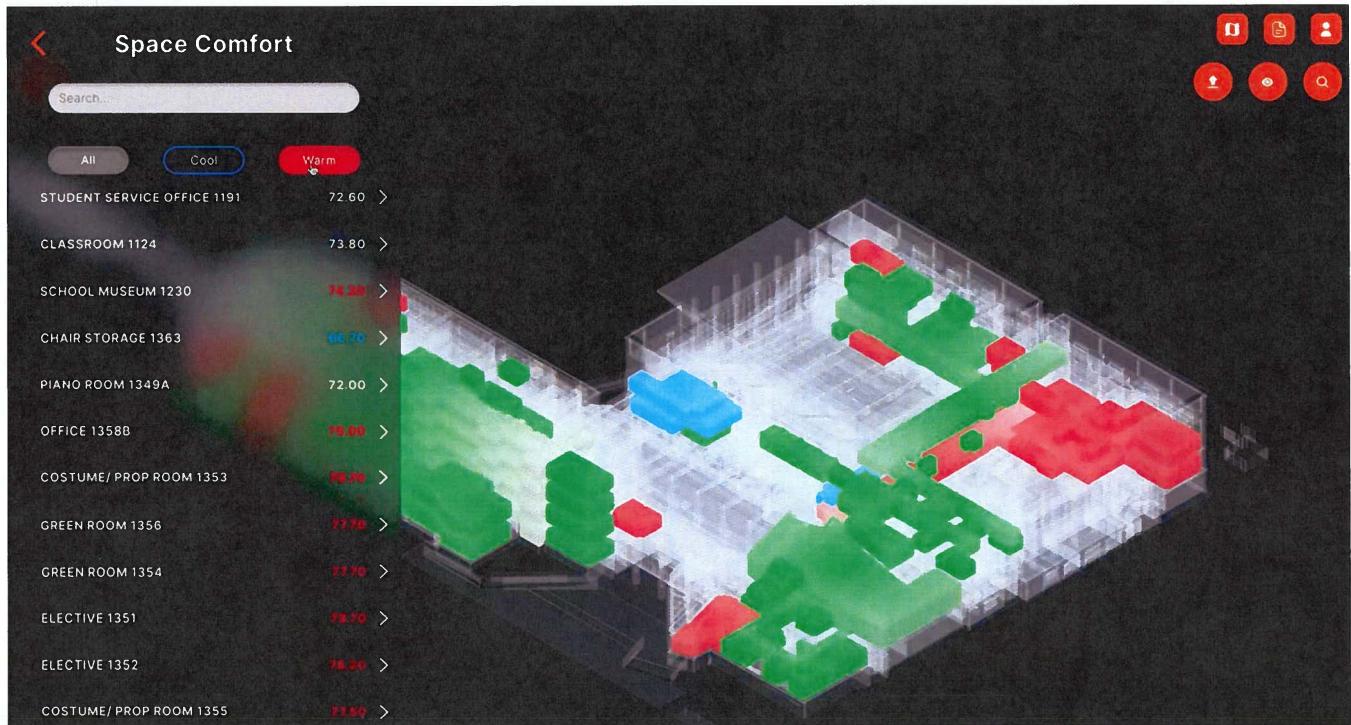
SYYCLOPS

Syyclops is SETTY's proprietary, next generation **digital twin technology** that is helping facility managers and finance professionals within organizations of all types to better understand their buildings – by offering a continuous connection to them. "Always-on" is what your buildings are. What is needed is a continuous connection to manage them effectively and efficiently.

Companies from theme park operators to publishers to sporting providers are using the idea of being continuously connected to customers (using data from wristbands, digital textbooks, and apparel sensors,

respectively) and creating customized experiences for them. Buildings can offer the same kind of data and allow you to better manage entire campuses in real-time – saving countless operating and maintenance data.

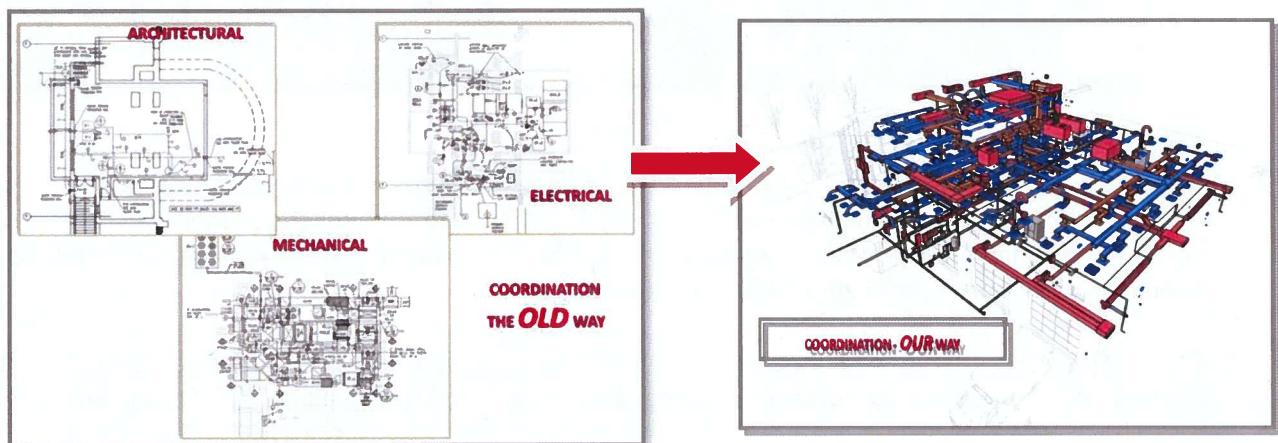
As a new era of technologies and operating modes is being implemented, it is more important than ever for operators to have the information they need to keep buildings safe. Digital twin technology ensures that information is readily and easily accessible as opposed to being lost in a binder on the bottom of a shelf.



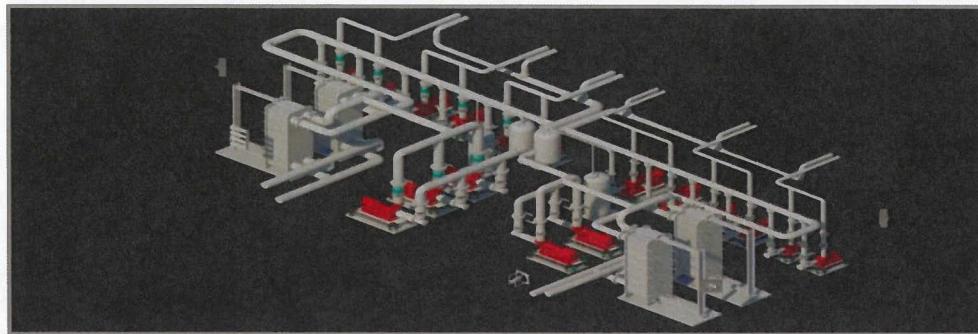
SOFTWARE PACKAGES

BIM Capabilities

SETTY's team makes use of the latest CAD based software to deliver drawings. This includes the use of the latest BIM applications, including Revit.



Associated with our commitment to CAD tools, SETTY team uses a host of other computer-based software applications, including not only those related to design drafting, equipment sizing, load calculations, energy use, and life cycle costing, but has available sophisticated analysis software to address solar loads and shading studies, and to address parametric temperature studies - using computational fluid dynamics.



Autodesk has even prepared a short movie about one of our team members SETTY's use of Revit – available on YouTube at the following link...http://www.youtube.com/watch?v=Df92Wa_bDI

Computer Aided Design (CAD)

Our design services include providing CAD based drawings, using the latest versions of AutoCAD, and Revit based platforms. Such enables an ability to provide both 2-D and 3-D drawings to suit Client needs. Of possible special interest to Owner, the Building Information Model (BIM) capabilities within Revit, enables the functionality of clash detection, and quantity take-offs. Applying the power of these BIM software applications allows managers and engineers to...

- Improve Coordination, Integrated Project Delivery
- Offer Better Visual Definition, Particularly for Phasing
- Realize Faster Design to Documentation
- Increase Accuracy from Designing in 3 Dimensions
- Be More Accurate in Construction Cost Pricing
- Reduced Change Order Costs

We complement our CAD drafting expertise with an ability to generate construction specifications applying and editing various guideline sources. We are also accustomed to augmenting standard guide specification systems with “one-of-a-kind” customized specifications to suit unique project requirements.

In addition to the aforementioned software, SETTY engineers employ many specialized software tools to design MEP systems and analyze building performance. Among these are the following.

- Trane TRACE (Trane Air Conditioning Economics)
- Ductulator (air duct calculator)
- HVAC Solution Pro (<https://www.hvacsolution.com/>)
- eQUEST (energy modeling software)
- SKM (electrical arc flash analysis software - <https://www.skm.com/>)
- EZAir Properties (psychrometric calculator)
- McQuayTools (HVAC sizing and selection software)
- ComCheck (building energy codes program)
- AAON HVAC Selection Software
- HAP (Hourly Analysis Program) 4.4 (produced by Carrier)
- Visual (lighting design software)
- DIALux (lighting design software)

PERSONNEL'S EXPERIENCE IN SIMILAR TYPE OF SERVICES

The resumes of key individuals are located in SF330 Part I, Section E, and a complete organization chart of the team is located in SF330 Part I, Section D.

QUALIFICATIONS OF PROJECT MANAGER



Mr. D'Alù will be the PM for this project and is the Director of Mid-Atlantic Operations for SETTY and is a seasoned Architectural/Mechanical Engineer and Project Manager with more than twenty years of experience in the A/E industry. Mr. D'Alù has been responsible for the design and construction of environmental, plumbing and special systems in a diverse range of markets, both new construction and renovation, and has championed these projects from concept through to final building occupancy. His experience is broad and includes work in public and municipal buildings, multi-tenant offices, academic/classroom buildings, corporate R&D and historic

renovations laboratory/research facilities, high containment and clean room applications. He is nationally recognized for his expertise in high performance building systems and is actively involved as both author and speaker in this regard. His philosophy of design is focused on sound engineering, safety, energy management and sustainability coupled with a deep respect for architectural intent and the seamless integration of architecture and engineering. He has extensive experience with The International Building Code and amendments as adopted by various VA and MD localities, regional contracts and sustainable energy resources in the Mid-Atlantic and Nationally. His office location is Charlottesville, VA.

Please refer to SF330 Part I, Section E for his expertise, experience, and qualifications in project management as related to the scope of services.

ORGANIZATIONAL CAPABILITY

Working in the design profession is about maintaining relationships. Relationships with owners and professional peers are the basis for not only receiving work but sustaining a business. A firm that delivers quality products, on time, and within budget, is a firm that will build strong relationships and repeat business. We pride ourselves in **completing the projects on time and within budget**. With in-house tools such as Newforma, we are able to complete our projects within the estimated schedule - sometimes even earlier than scheduled.

SETTY has ample manpower and capacity to support this project. The ability of SETTY to secure additional Engineering support from our other offices when needed for handling multiple projects and to pull-in temporary administrative staffing further enables our capacity to accommodate workload fluctuations. SETTY is purposefully structured to support diverse project types by effectively utilizing the numbers of available staff within each firm in the team. We are confident that we can provide the necessary staff and time commitment to complete the work on time. The team has sufficient professional resources to accomplish the work in the required time and to respond quickly and efficiently to project needs.

Below is a breakdown of SETTY personnel by discipline that will be available to support this project, if necessary.

Discipline	Available Personnel
Architect	2
Mechanical Engineers	13
Electrical Engineers	11
Plumbing/Fire Protection Engineers	3
Construction Inspection/Manager	2
Commissioning	3
Other Employees	4

SETTY's personnel have certifications such as Professional Engineer, Registered Architect, LEED Accredited Professional, Certified Plumbing Engineer, Certified Commissioning Professional (BCxA), and Certified Energy Manager (AEE). This expertise is put to work on every project SETTY delivers.

SETTY's ability to deliver projects within time constraints relates to our commitment to having satisfied customers. To be sure, there are instances where unexpected interruptions in workflow cause interim delays. When such occurs, a redistribution of resources is implemented to bring the project back on track. One management practice that helps assure on-time delivery is that the SETTY team has weekly Project Manager meetings to assess delivery schedules and project status - not just for a few projects - every project. Through this critique, prioritizations are made, and if necessary additional resources are provided. Every effort is made to find a replacement with comparable or superior abilities if we lose our key personnel due to illness or unpredictable events. When a redistribution of resources is necessary, new staff will be assigned of equal or greater value. Our centralized filing and standardized file naming structures, locating work-in-progress files can be easily accommodated for "no lost steps." The depth of our team members affords an ability to accommodate temporary disruptions. While production staff can be redistributed easily, key delivery team members are never reassigned unless authorized by the client.

Subconsultant Profile



Dunbar was founded in 1966. The firm has 33 employees, including 23 Registered Professional Engineers and five graduate engineers (EIT's), with two full-service offices in Virginia: Richmond and Charlottesville. The firm also provides services in the Charlotte, NC area. The firm has extensive experience in the structural design of facilities for higher education, health care, municipalities/counties, cultural/performing arts, athletic, manufacturing and multi-family housing. **Dunbar is certified as a small business by Virginia DSBSD.**

Dunbar brings a considerable amount of experience in athletic and community facility renovation and design. The renovations generally include MEP equipment replacement. The firm's experience includes:

- Wytheville Community + Wellness Center, Wytheville, VA
- Gymnasium RTU Replacement, Richard Bland College, Petersburg, VA
- Southside Community Center Addition, Richmond, VA
- ACAC Fitness & Wellness Additions and Renovations, Charlottesville, VA
- Siegel Center Chiller Plant Expansion, Virginia Commonwealth University, Richmond, VA
- Eastern Henrico Recreation Center, Henrico, VA
- Dorey Park Building Conversion, Henrico, VA

- Memorial Gymnasium AC Addition, University of Virginia, Charlottesville, VA
- Jefferson School City Center Adaptive Reuse, Charlottesville, VA
- Academic Commons Building, Virginia State University, Petersburg, VA
- Corps Physical Training Facility/Aquatic Center, Virginia Military Institute, Lexington, VA
- Cary Street Recreation Center Adaptive Reuse, Virginia Commonwealth University, Richmond, VA
- Student Recreation and Wellness Center, Radford University, Radford, VA
- McArthur Squash Center Addition, University of Virginia, Charlottesville, VA
- Student Recreation Center, Blue Ridge Community College, Weyers Cave, VA
- Jonah L. Lerrick Student Center Addition, MCV Campus at VCU, Richmond, VA
- Weinstein Recreation and Wellness Center, University of Richmond, VA

PRESENT WORKLOAD

SETTY has 37 years of experience in handling multiple jobs and ensuring that each one is completed on time and with thorough quality oversight. With a local staff of **36 professionals**, SETTY is big enough to address almost any project size. We have handled everything from a \$90,000,000 new high school to a \$50,000 tenant job. We have a proven record of quality delivery for design, design-build, commissioning, and construction management services. SETTY management is continually accepting jobs that allow us to use our varied and talented staff to the best advantage of our clients. We aim to contract ourselves to between 70-80% capacity and retain 20-30% to maintain our high standards and our rapid-response rate. This buffer also allows us to step in when a client is facing an emergency or needs expert help to support the services provided by the primary engineer. Because of this strategy, we were recently able to take over four different projects in mid-design when the original engineer could not provide the contracted services. It has also allowed us to simultaneously handle 30 to 50 jobs of varying sizes without compromising our engineering integrity.

SETTY Workload, Current:

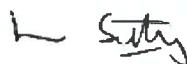
Aviation and Transportation: 1%
 Community & Cultural: 3%
 Defense & Aerospace: 4%
 Education (Higher Education): 18%
 Education (K-12): 21%
 Healthcare and Wellness: 6%
 Federal/Lab: 17%
 Public Safety: 4%
 Mixed Use: 6%
Available Capacity: 20%

SETTY Workload, 6 Months from Current:

Aviation and Transportation: 1%
 Community & Cultural: 2%
 Defense & Aerospace: 3%
 Education (Higher Education): 20%
 Education (K-12): 14%
 Healthcare and Wellness: 4%
 Federal/Lab: 14%
 Public Safety: 3%
 Mixed Use: 4%
Available Capacity: 35

I. AUTHORIZED REPRESENTATIVE *The foregoing are statements of fact.*

31. SIGNATURE OF AUTHORIZED REPRESENTATIVE



32. DATE

November 17, 2022

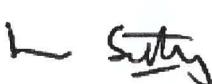
33. NAME AND TITLE

Boggarm S Setty, P.E., FASHRAE, FAEE; CEO & Founder

TAB 3:
Standard Form 330 Part II

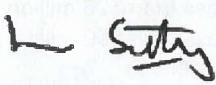
ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

PART II – GENERAL QUALIFICATIONS <i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>			1. Solicitation Number <i>(if any)</i>			
			RFP #235000011			
2a. Firm (or Branch Office) Name			3. Year Established	4. Unique Entity Identifier		
Setty & Associates, Ltd.			1984	J1JAES4LVCW5		
2b. Street 3040 Williams Drive, Suite 600			5. Ownership			
2c. City Fairfax			a. Type 'S' Corporation			
2d. State Virginia			b. Small Business Status Self-Certified Small Business Minority Business Enterprise (MBE)			
6a. Point of Contact Name and Title Boggarm S. Setty, P.E., FASHRAE, FAEE; President			7. Name of Firm <i>(If block 2a is a branch office)</i>			
6b. Telephone Number 703-691-2115		6c. E-mail Address bsetty@setty.com		N/A		
8a. Former Firm Name(s) <i>(if any)</i> N/A			8b. Year Established N/A	8c. DUNS Number N/A		
9. Employees by Discipline			10. Profile of Firm's Experience and Annual Average Revenue for Last 5 Years			
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index No. <i>(see below)</i>
		(1) Firm	(2) Branch			
42	Mechanical Engineers	13	7	P07	Plumbing & Pipe Design	4
21	Electrical Engineers	11	5	R06	Rehabilitation(Buildings)	6
52 / 25	Plumbing/Fire Protection Engineers	3	1	H04	HVAC	6
	Construction Manager	2	1	E07	Energy Conservation	3
	Commissioning	3	1	E03	Electrical Studies and Designs	5
	Other	4	1	L05	Lighting	5
				C15	Construction Management	4
					Commissioning	4
	Total	36	16			
11. Annual Average Professional Services Revenues of Firm for Last 3 Years <i>(Insert revenue index number shown at right.)</i>		Professional Services Revenue Index Number				
a. Federal Work 5		1. Less than \$100,000 6. \$2 million to less than \$5 million				
b. Non-Federal Work 6		2. \$100,000 to less than \$250,000 7. \$5 million to less than \$10 million				
c. Total Work 7		3. \$250,000 to less than \$500,000 8. \$10 million to less than \$25 million				
4. \$500,000 to less than \$1 million 5. \$1 million to less than \$2 million					9. \$25 million to less than \$50 million 10. \$50 million or greater	
12. Authorized Representative						
The foregoing is a statement of facts.						
a. Signature 				b. Date November 16, 2022		
c. Name and Title Boggarm S. Setty, P.E., FASHRAE, FAEE; President						

ARCHITECT-ENGINEER QUALIFICATIONS

SETTY

PART II – GENERAL QUALIFICATIONS <i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>				1. Solicitation Number <i>(if any)</i>		
				RFP #235000011		
2a. Firm (or Branch Office) Name				3. Year Established	4. Unique Entity Identifier	
Setty & Associates, Ltd. (Charlottesville Office)				2019	J1JAES4LVCW5	
2b. Street				5. Ownership		
300 East Main Street, Suite 307				a. Type		
2c. City	2d. State	2e. Zip Code	'S' Corporation			
Charlottesville	Virginia	22902	b. Small Business Status			
6a. Point of Contact Name and Title				Self-Certified Small Business Minority Business Enterprise (MBE)		
Boggarm S. Setty, P.E., FASHRAE, FAEE; President				7. Name of Firm <i>(If block 2a is a branch office)</i>		
6b. Telephone Number		6c. E-mail Address		Setty & Associates, Ltd.		
703-691-2115		bsetty@setty.com				
8a. Former Firm Name(s) <i>(if any)</i>				8b. Year Established	8c. DUNS Number	
N/A				N/A	N/A	
9. Employees by Discipline				10. Profile of Firm's Experience and Annual Average Revenue for Last 5 Years		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index No. <i>(see below)</i>
		(1) Firm	(2) Branch			
42	Mechanical Engineers	13	3	P07	Plumbing & Pipe Design	1
21	Electrical Engineers	11	1	R06	Rehabilitation(Buildings)	2
52 / 25	Plumbing/Fire Protection Engineers	3		H04	HVAC	2
	Construction Manager	2		E07	Energy Conservation	1
	Commissioning	3		E03	Electrical Studies and Designs	1
	Other	4		L05	Lighting	1
	Total	36	4			
11. Annual Average Professional Services Revenues of Firm for Last 3 Years <i>(Insert revenue index number shown at right.)</i>		Professional Services Revenue Index Number				
a. Federal Work	1	1. Less than \$100,000 6. \$2 million to less than \$5 million				
b. Non-Federal Work	3	2. \$100,000 to less than \$250,000 7. \$5 million to less than \$10 million				
c. Total Work	3	3. \$250,000 to less than \$500,000 8. \$10 million to less than \$25 million				
		4. \$500,000 to less than \$1 million 9. \$25 million to less than \$50 million				
		5. \$1 million to less than \$2 million 10. \$50 million or greater				
12. Authorized Representative						
The foregoing is a statement of facts.						
a. Signature					b. Date	
					November 16, 2022	
c. Name and Title						
Boggarm S. Setty, P.E., FASHRAE, FAEE; President						

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

#235000011

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME Dunbar PLLC			3. YEAR ESTABLISHED 2021	4. UNIQUE ENTITY IDENTIFIER DUNS 09-592-7240
2b. STREET 1025 Boulders Parkway, Suite 310			5. OWNERSHIP	
2c. CITY Richmond		2d. STATE VA	2e. ZIP CODE 23225	a. TYPE Professional LLC
6a. POINT OF CONTACT NAME AND TITLE Gregory C. Ellen, PE - Principal			b. SMALL BUSINESS STATUS	
6b. TELEPHONE NUMBER 804.323.0656		6c. E-MAIL ADDRESS gellen@dunbarstructural.com		7. NAME OF FIRM (If Block 2a is a Branch Office)

8a. FORMER FIRM NAME(S) (If any) Dunbar Milby Williams Pittman & Vaughan, PLLC	8b. YEAR ESTABLISHED 2006	8c. UNIQUE ENTITY IDENTIFIER DUNS 09-592-7240
---	------------------------------	--

9. EMPLOYEES BY DISCIPLINE

10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	4		A11	Auditoriums & Theaters	2
08	CADD Technician	1		B01	Barracks; Dormitories	3
57	Structural Engineer	28		C04	Chemical Processing & Storage	1
	- 23 Registered Professional			C06	Churches; Chapels	1
	- 5 Graduate Engineers (EIT)			C09	Cold Storage, etc.	1
				D07	Dining Halls	1
				E02	Educational Facilities; Classrooms	3
				F02	Field Houses; Gyms; Stadiums	2
				G01	Garages, etc.	3
				H08	Historical Preservation	2
				H09	Hospital & Medical Facilities	3
				H11	Housing	1
				I01	Industrial Buildings	2
				J01	Judicial & Courtroom Facilities	2
				L01	Labs; Medical Research Facilities	2
				O01	Office Buildings; Industrial Parks	2
				P09	Prisons & Correctional Facilities	1
				R06	Rehabilitation	2
				S03	Seismic Design & Studies	1
				W01	Warehouses & Depots	1
	Other Employees					
	Total	33				

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS

(Insert revenue index number shown at right)

a. Federal Work	1
b. Non-Federal Work	6
c. Total Work	7

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

1. Less than \$100,000
2. \$100,000 to less than \$250,000
3. \$250,000 to less than \$500,000
4. \$500,000 to less than \$1 million
5. \$1 million to less than \$2 million
6. \$2 million to less than \$5 million
7. \$5 million to less than \$10 million
8. \$10 million to less than \$25 million
9. \$25 million to less than \$50 million
10. \$50 million or greater

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE

b. DATE

11/18/2022

c. NAME AND TITLE

Edward S. Fraher III, PE - Executive Vice President

TAB 4:

Response to RFP Expression of Interest Items 7-11

RESPONSE TO RFP EXPRESSION OF INTEREST ITEMS 7-11

7. Section H (Additional Information)

Please refer to the SF330 Part I, Section H.

8. Give names and detailed addresses of all affiliated and/or subsidiary companies. Indicate which companies are subsidiaries. If a situation arises in responding to this questionnaire where you are unsure whether another firm is or is not an affiliate, doubt should be resolved in favor of affiliation and the firm should be listed accordingly.

Setty & Associates, Ltd. is not an affiliated or subsidiary company, and we don't have any affiliated companies.

10. Please indicate, by executing and returning the attached Certification Regarding Debarment forms, if your firm, subconsultant, subcontractor, or any person associated therewith in the capacity of owner, partner, director, officer, or any position involving the administration of Federal or State funds

Please refer to the below Tab 11 for the Certification Regarding Debarment form.

11. If the prime consultant or subconsultant does not have the in-house capability to provide non-professional services, each with an estimated cost of \$5,000 or greater, these services must be subcontracted in accordance with State procurement procedures once a contract is executed. Clearly indicate these services in the EOI.

SETTY does not have the in-house capability to provide construction/installation or Testing/Adjusting/Balancing services. These services, if needed, would have to be subcontracted. We have worked with many contractors and TAB firms, and we would have no trouble securing these services for the Town of Christiansburg.

TAB 5:

Requested Information in Item 12

REQUESTED INFORMATION IN ITEM 12**a) Commonwealth of Virginia SCC registration**

Firm Name	Registration Number	Type of Corporation	Status of Business Entity
Setty & Associates, Ltd.	02575330	"S" Corporation	Active
Dunbar, PLLC	S1749193	Professional LLC	Active

b) Commonwealth of Virginia DPOR registration information

Firm Name/Address	Registration Number	Type of Corporation	Expiration Date
Setty & Associates, Ltd. Address: 3040 Williams Drive Suite 600 Fairfax, VA 22031	0407002679	"S" Corporation	12/31/2023
Dunbar PLLC Address: 1025 Boulders Parkway, Ste 310, Richmond, VA 23225	0413000176	Professional LLC	12/31/2023

c) Commonwealth of Virginia DPOR license information

Name of Key Personnel	Office Location	Registration Number	Registration Type	Expiration Date
SETTY				
Boggarm S Setty, P.E., FASHRAE, FAEE	Fairfax, VA	0402007813	Professional Engineer	06/30/2024
Anastase Ioannidis, R.A., CSI	Fairfax, VA	0401003549	Register Architect	07/31/2024
Nitesh R. Shah, P.E.	Fairfax, VA	0402057154	Professional Engineer	06/30/2023
Branko Terzic, P.E.	Fairfax, VA	0402061670	Professional Engineer	09/30/2024
Somanna Moodera, P.E., LEED AP BD+C	Fairfax, VA	0402055761	Professional Engineer	05/31/2024
Paul Dumitrescu, P.E.	Fairfax, VA	0402047043	Professional Engineer	06/30/2024
Carson Ivan Herndon, P.E.	Charlottesville, VA	0402058163	Professional Engineer	05/31/2023
Dunbar				
Gregory Cordia Ellen	Richmond, VA	0402039564	Professional Engineer	06/30/2024

TAB 6:

Copies of Commonwealth of Virginia SCC and DPOR

Commonwealth of Virginia



State Corporation Commission

CERTIFICATE OF GOOD STANDING

I Certify the Following from the Records of the Commission:

That SETTY & ASSOCIATES, LTD. is duly incorporated under the law of the Commonwealth of Virginia;

That the corporation was incorporated on June 13, 1984;

That the corporation's period of duration is perpetual; and

That the corporation is in existence and in good standing in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.

Signed and Sealed at Richmond on this Date:

July 12, 2022

Bernard J. Logan, Clerk of the Commission

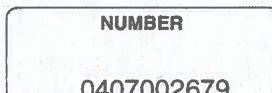




Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500



BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS
AND LANDSCAPE ARCHITECTS
BUSINESS ENTITY REGISTRATION

PROFESSIONS: ENG



SETTY & ASSOCIATES LTD
3040 WILLIAMS DR
STE 600
FAIRFAX, VA 22031



Status can be verified at <http://www.dpor.virginia.gov>

Mary Broz-Vaughan
Mary Broz-Vaughan, Director

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

(DETACH HERE)



COMMONWEALTH of VIRGINIA
Department of Professional and Occupational Regulation

BOARD FOR APELSCIDLA
BUSINESS ENTITY REGISTRATION
NUMBER: 0407002679 EXPIRES:
PROFESSIONS: ENG
SETTY & ASSOCIATES LTD
3040 WILLIAMS DR
STE 600
FAIRFAX, VA 22031



Status can be verified at <http://www.dpor.virginia.gov>

DPOR-PC (02/2017)

(F01.D)

Commonwealth of Virginia



State Corporation Commission

CERTIFICATE OF FACT

I Certify the Following from the Records of the Commission:

That Dunbar PLLC is duly organized as a Limited Liability Company under the law of the Commonwealth of Virginia;

That the Limited Liability Company was formed on January 3, 2006; and

That the Limited Liability Company is in existence in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.

Signed and Sealed at Richmond on this Date:

May 3, 2022

A handwritten signature of Bernard J. Logan.

Bernard J. Logan, Clerk of the Commission



COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON

12-31-2023

NUMBER

0413000176

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS PROFESSIONAL LIMITED LIABILITY COMPANY

PROFESSIONS: ENG



DUNBAR PLLC
1025 BOULDERS PKWY STE 310
RICHMOND, VA 23225




Mary Broz-Vaughan Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

 COMMONWEALTH of VIRGINIA
Department of Professional and Occupational Regulation

(DETACH HERE)

BOARD FOR APELSCIDLA
PROFESSIONAL LIMITED LIABILITY COMPANY
NUMBER: 0413000176 EXPIRES: 12-31-2023
PROFESSIONS: ENG
DUNBAR PLLC
1025 BOULDERS PKWY STE 310
RICHMOND, VA 23225



Status can be verified at <http://www.dpor.virginia.gov>

DPOR-PC (02/2017)

TAB 7:

Copies of Commonwealth of Virginia DPOR

Certificates for the Key Personnel

DPOR License Lookup License Number 0402007813

License Details

Name	SETTY, BOGARM S
License Number	0402007813
License Description	Professional Engineer License
Rank	Professional Engineer
Address	FAIRFAX, VA 22031
Initial Certification Date	1975-02-26
Expiration Date	2024-06-30

Related Licenses ¹

License Number	License Holder Name	License Type	Relation Type	License Expiry
0407002679	SETTY & ASSOCIATES LTD	Business Entity Registration	Engineering	2023-12-31

Showing 1 to 1 of 1 entries

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DPOR License Lookup License Number 0401003549

License Details

Name	IOANNIDIS, A A
License Number	0401003549
License Description	Architect License
Rank	Architect
Address	FALLS CHURCH, VA 22043
Initial Certification Date	1974-12-12
Expiration Date	2024-07-31

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DPOR License Lookup build 1,452 (built 2021-09-14 01:36:33).

DPOR License Lookup License Number 0402057154

License Details

Name	SHAH, NITESH RAJENDRA
License Number	0402057154
License Description	Professional Engineer License
Rank	Professional Engineer
Address	FALLS CHURCH, VA 22042
Initial Certification Date	2017-06-02
Expiration Date	2023-06-30

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DPOR License Lookup build 1,452 (built 2021-09-14 01:36:33).

DPOR License Lookup License Number 0402061670

License Details

Name	TERZIC, BRANKO GEORGE
License Number	0402061670
License Description	Professional Engineer License
Rank	Professional Engineer
Address	VIENNA, VA 22182
Initial Certification Date	2020-09-08
Expiration Date	2024-09-30

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DPOR License Lookup build 1,452 (built 2021-09-14 01:36:33).

DPOR License Lookup License Number 0402055761

License Details

Name	MOODERA APPAIAH, SOMANNA
License Number	0402055761
License Description	Professional Engineer License
Rank	Professional Engineer
Address	CENTERVILLE, VA 20121
Initial Certification Date	2016-05-23
Expiration Date	2024-05-31

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DPOR License Lookup build 1,452 (built 2021-09-14 01:36:33).

DPOR License Lookup License Number 0402047043

License Details

Name	DUMITRESCU, PAUL
License Number	0402047043
License Description	Professional Engineer License
Rank	Professional Engineer
Address	FAIRFAX, VA 22030
Initial Certification Date	2010-06-17
Expiration Date	2024-06-30

The data located on this website are not the public records of the Department of Professional and Occupational Regulation (DPOR). All public records are physically located at DPOR's Public Records Section: 9960 Mayland Drive, Suite 400, Richmond, VA 23233. While DPOR works to ensure the accuracy of the data provided online, the data available on these pages are updated routinely but may not be up to date at all times (due to document processing delays, technical maintenance, etc.).

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DPOR License Lookup build 1,452 (built 2021-09-14 01:36:33).

DPOR License Lookup License Number 0402058163

License Details

Name	HERNDON, CARSON IVAN
License Number	0402058163
License Description	Professional Engineer License
Rank	Professional Engineer
Address	AFTON, VA 22920
Initial Certification Date	2019-05-15
Expiration Date	2023-05-31

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DPOR License Lookup build 1,452 (built 2021-09-14 01:36:33).

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON

06-30-2024

NUMBER

0402039564

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS PROFESSIONAL ENGINEER LICENSE



GREGORY CORDIA ELLEN
509 OLD PROVIDENCE CIRCLE
HENRICO, VA 23229

DPOR

Dorothy J. Mulla
Dorothy J. Mulla, Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

(DETACH HERE)

 COMMONWEALTH of VIRGINIA
Department of Professional and Occupational Regulation

BOARD FOR APELSCIDLA
PROFESSIONAL ENGINEER LICENSE
NUMBER: 0402039564 EXPIRES: 06-30-2024

GREGORY CORDIA ELLEN
509 OLD PROVIDENCE CIRCLE
HENRICO, VA 23229



(FOLD)

Status can be verified at <http://www.dpor.virginia.gov>

DPOR-PC (02/2017)

TAB 8: a Sheet

FIRM DATA SHEET

Funding: S (S=State F=Federal)

Project No.: 235000011

Division: _____

EOI Due Date: 11/18/2022

The prime consultant is responsible for submitting the information requested below on all firms on the project team, both prime and all subconsultants. All firms are to be reported on one combined sheet unless the number of firms requires the use of an additional sheet. Failure to submit all of the required data may result in the Expression of Interest not being considered.

Firm's Name, Address and DBE and/or SWAM Certification Number	Firm's DBE or SWaM Status *	Firm's Age	Firm's Annual Gross Receipts
Setty & Associates, Ltd. 3040 Williams Drive Suite 600 Fairfax, VA 22031 SWaM: 642	YS Small Minority- Owned	37 years	\$7,713,333.00
Dunbar PLLC 1025 Boulders Parkway, Suite 310 Richmond, VA 23225 SWaM certif. no: 6854	YS - Small Business	56 years	\$6,120,603

* YD = DBE Firm Certified by DMBE

N = DBE or SWaM Firm Not Certified by DMBE

NA = Firm Not Claiming DBE or SWaM Status

YS = SWaM Firm Certified by DMBE. Indicate whether small, woman-owned, or small business.
DMBE is the Virginia Department of Small Business and Supplier Diversity

TAB 9:

Certification Regarding Debarment form

CERTIFICATION REGARDING DEBARMENT

PRIMARY COVERED TRANSACTIONS

(To be completed by a Prime Consultant)

Project: HVAC Evaluation, Study, and Design for the Christiansburg Aquatic Center

- 1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
 - b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; and have not been convicted of any violations of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1) b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the offeror for contracts to be let by the Town of Christiansburg.

L. Setty

Signature

11/18/2022

Date

CEO & Founder

Title

Setty & Associates, Ltd.

Name of Firm

CERTIFICATION REGARDING DEBARMENT

LOWER TIER COVERED TRANSACTIONS

(To be completed by a Sub-consultant)

Project: HVAC Evaluation, Study and Design - Christiansburg Aquatic Center

- 1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

The undersigned makes the foregoing statements to be filed with the proposal submitted on behalf of the offeror for contracts to be let by the Town of Christiansburg.



Signature

11/18/2022

Date

Principal

Title

Dunbar PLLC

Name of Firm

SETTY

Mechanical | Electrical | Plumbing | Fire Protection | LEED
Modeling | Commissioning | Master Controls Integration
Sustainable Design | Forensic Engineering | Project
Management | Building Sciences | Design-Build

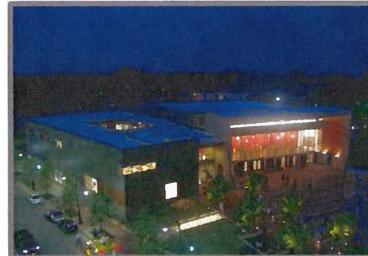
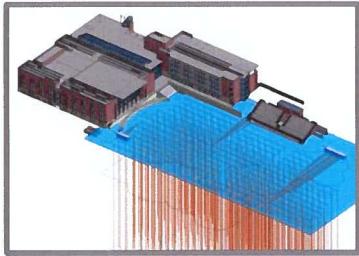
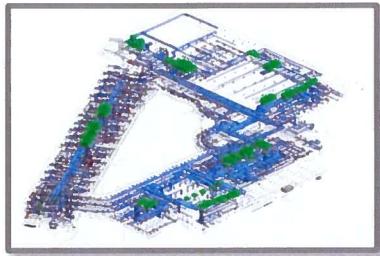


EXHIBIT E

EXHIBIT F

EXHIBIT E



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/31/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Certificates	
Klein Agency, LLC		PHONE (A/C, No, Ext): (410) 832-7600	FAX (A/C, No): (410) 832-1849
P.O. Box 219		E-MAIL ADDRESS: certs@kleinagencylc.com	
		INSURER(S) AFFORDING COVERAGE	
Timonium	MD 21094	INSURER A: Continental Casualty Company	20443
		INSURER B: Valley Forge Insurance Co.	20508
		INSURER C: Travelers Casualty & Surety Co. of America	31194
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 23-24 NY

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS						
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			6024659504	01/01/2023	01/01/2024	EACH OCCURRENCE	\$ 2,000,000					
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000					
							MED EXP (Any one person)	\$ 10,000					
							PERSONAL & ADV INJURY	\$ 2,000,000					
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 4,000,000					
	POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 4,000,000					
	OTHER:							\$					
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000					
B	<input checked="" type="checkbox"/> ANY AUTO			6045357429	01/01/2023	01/01/2024	BODILY INJURY (Per person)	\$					
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$					
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$					
								\$					
								\$					
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			6056920953	01/01/2023	01/01/2024	EACH OCCURRENCE	\$ 10,000,000					
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$ 10,000,000					
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							\$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				E.L. EACH ACCIDENT	\$					
							E.L. DISEASE - EA EMPLOYEE	\$					
							E.L. DISEASE - POLICY LIMIT	\$					
C	Professional (C) / EPL (C)			106847689 / 107156513	12/31/2022	12/31/2023	Professional	\$5m Each Claim					
							Professional	\$10m Aggregate					
							EPL	\$1,000,000					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Christiansburg Aquatic Center. If required by an insured written contract, executed prior to any loss, Town of Christiansburg, its officers, agents, and employees are Additional Insured on a primary and non-contributory basis under the General Liability and Auto Liability Policies subject to all policy terms and conditions. If required by an insured written contract, executed prior to any loss, Waiver of Subrogation is provided for General Liability and Auto Liability Policies subject to all policy terms and conditions. Umbrella Policy follows form over General Liability and Auto Liability Policies.

CERTIFICATE HOLDER

CANCELLATION

Town of Christiansburg Attn: Michael Kelley
Engineering Director
100 East Main Street
Christiansburg

VA 24073

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER		CONTACT NAME: Automatic Data Processing Insurance Agency, Inc.	
Automatic Data Processing Insurance Agency, Inc.		PHONE (A/C, No, Ext): 1-800-524-7024	FAX (A/C, No):
1 Adp Boulevard Roseland		E-MAIL ADDRESS:	
NJ 07068		INSURER(S) AFFORDING COVERAGE	
INSURED Setty & Associates Ltd 3040 Williams Drive Ste 600 Fairfax		NAIC # INSURER A: Sequoia Insurance Company 22985	
VA 22031		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2843642 **REVISION NUMBER:**
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input type="checkbox"/> OCCUR						EACH OCCURRENCE	\$
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
	OTHER:						MED EXP (Any one person)	\$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PERSONAL & ADV INJURY	\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						GENERAL AGGREGATE	\$
	DED <input type="checkbox"/> RETENTION \$						PRODUCTS - COMP/OP AGG	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			QWC1218627	06/01/2022	06/01/2023	<input checked="" type="checkbox"/> PER STATUTE	OTH- ER
A							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project Name : Christiansburg Aquatic Center

CERTIFICATE HOLDER

CANCELLATION

Town of Christiansburg, Attn: Michael Kelley Engineering Director 100 East Main Street Christiansburg, VA 24073		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
		AUTHORIZED REPRESENTATIVE <i>Michael Kelley</i>

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TOWN OF CHRISTIANSBURG, VIRGINIA
PROFESSIONAL SERVICES
CONTRACT AMENDMENT

Effective Date: June 25, 2024

Project Name: Heating Ventilation and Air Conditioning (HVAC) Evaluation, Study, and
Design for the Christiansburg Aquatic Center

Contract Number: 237000040

Amendment Number: 1

This Contract Amendment (“Amendment”) is made this _____ day of _____ 2024,
by and between the Town of Christiansburg, Virginia (“Town”) and Setty & Associates, LTD.
 (“Engineer”).

WITNESSETH:

WHEREAS, Town and Engineer are parties to the Professional Services Contract for Heating
Ventilation and Air Conditioning (HVAC) Evaluation, Study, and Design for the Christiansburg
Aquatic Center dated February 7, 2023 (“Contract”); and WHEREAS, Town and Engineer now
desire to amend the Contract;

NOW THEREFORE, in consideration of the terms and provisions of this Amendment, Town and
Engineer agree as follows:

1. Add to SECTION 2: TIME OF PERFORMANCE the following:
The term of this Contract shall be extended from the current expiration date of June 30,
2024, and shall terminate one year following final inspection.

2. Amend SECTION 3: COMPENSATION of the Contract to add:

The total amount to be paid by the Town to the Engineer for completed services during the contract extension period shall be paid in accordance with the “Christiansburg Aquatic Center – Task 3 Design and Bid Documents Fee Proposal”, included and incorporated by reference herein as attached as Exhibit F.

3. Include “Christiansburg Aquatic Center – Task 3 Design and Bid Documents Fee Proposal” dated June 3, 2024, attached hereto, as “Exhibit F”.
4. All other terms and conditions of the Contract not specifically amended herein remain in full force and effect.

In WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

ENGINEER:

TOWN OF CHRISTIANSBURG:

By: _____

By: Randy Wingfield

Title: _____

Title: Town Manager

Date: _____

Date: _____



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

June 25, 2024

ITEM TITLE:

Resolution Approving of the Town's Participation in the Proposed Settlement Participation in the Proposed Settlement of Opioid-related Claims Against Kroger and its related Corporate Entities, and Directing the Town Manager to Execute the Documents Necessary to Effectuate the Town's Participation in the Settlement

DESCRIPTION:

This is a new settlement regarding the multi-state opioid lawsuits with Kroger. Town Council had originally voted to participate in 2021 leading to settlements with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen, and with opioid manufacturer Johnson & Johnson. Council then voted on February 28, 2023 to participate in the proposed settlement participation in the proposed settlement of Opioid-related Claims Against Teva, Allergan, Walmart, Walgreens, CVS, and their related Corporate Entities. This is a similar resolution to authorize the Town Manager to "opt-in" to the process on behalf of the Town. The Town received notice from Virginia's Office of the Attorney General earlier this month requesting that we submit participation forms by August 12, 2024 if the Town chooses to participate. Participating towns are not eligible to receive direct shares from the settlement funds, however towns may be able to apply for, request, or receive funds for opioid abatement programs through their counties. It is also expected that the Commonwealth will recover more funds if there is 100% participation.

POTENTIAL ACTION:

Approval

DEPARTMENT(S):

Administration

PRESENTER:

Randy Wingfield, Town Manager

INFORMATION PROVIDED:

Resolution regarding Opioid Settlement Participation



**TOWN OF CHRISTIANSBURG
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Council Discussion and Action

MEETING DATE:

June 25, 2024

ITEM TITLE:

Discussion of Animated Signs as defined in Sec. 42-701. Definitions and prohibited in Sec. 42-705. Prohibited signs (b)(1) of Article XXIV. Signs of Chapter 42 "Zoning" of the Christiansburg Town Code

DESCRIPTION:

Councilwoman Bowman requested that this be put on a Council agenda for future discussion. There has been an increase of recent enforcement activity based on staff notification of moving inflatable tubes. These types of signs have historically been interpreted as an "Animated Sign" which is defined as follows in Sec. 42-701. Definitions:

Animated sign means a sign or part of a sign that is designed to rotate, move or appear to rotate or move. Such a sign is sometimes referred to as a "moving sign."

Animated signs are prohibited signs based on materials under Christiansburg Town Code Sec. 42-705(b)(1), though the prohibition does not apply to flags or the changing of the message content no more often than once every four seconds.

POTENTIAL ACTION:

Discussion and potential direction to Staff

DEPARTMENT:

Administration

PRESENTER:

Assistant Town Manager Andrew Warren