



TOWN COUNCIL REGULAR MEETING AGENDA

Town Council Chambers
765 Lynn Street, Herndon, VA 20170

Tuesday, January 14, 2025 | 7:00 PM

1. Call to Order

2. Pledge of Allegiance to the Flag of the United States of America

3. Presentations/Reports/Comments

- a. Proclamation to recognize Herndon Day, January 14, 2025
- b. Town Manager Report
- c. Councilmember Comments

4. Comments from the Audience

Members of the public may, for one 3-minute period, provide public comments, requests, consent or general item comments, and comments on matters not included on the agenda.

5. Consent

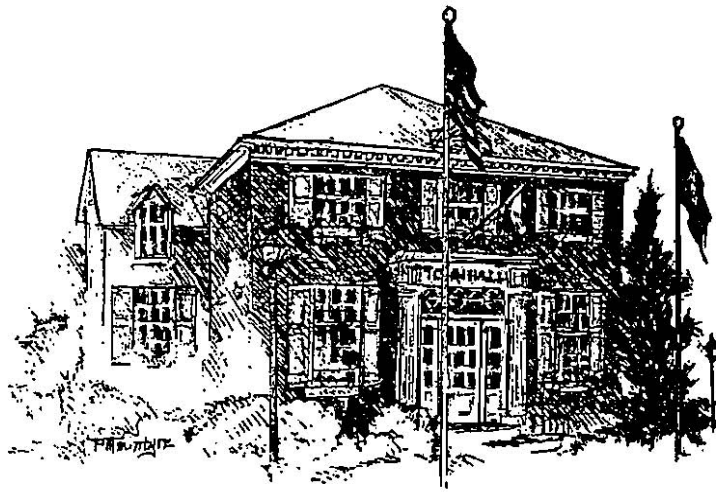
- a. Resolution 25-G-05 to award Contract IFB 25-02, Bulk Curbside Trash Collection Service - Resolicit
- b. Resolution 25-G-06 to award contract IFB B-25-03, Herndon Centennial Golf Course Tee Renovation - Resolicit

6. Closed Meeting

- a. A closed meeting pursuant to the Code of Virginia Section 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to the Transit Related Growth Area (TRG)

7. Adjournment

Interpretación en Español está disponible en esta sesión.



**TOWN OF HERNDON, VIRGINIA
PROCLAMATION
HERNDON TOWN INCORPORATION DAY
JANUARY 14, 2025**

By petition of the citizens to the General Assembly of the Commonwealth of Virginia, the Town of Herndon was incorporated by General Assembly action on January 14, 1879. Over the past 146 years, the Town of Herndon has experienced significant growth and change. Herndon is now home to a richly diverse population, thriving local businesses, and a robust network of community organizations that reflect the evolving character and values of our Town. The quality of life in the Town of Herndon has been continually enhanced by the involvement, dedication, and contributions of its residents, the strength of its civic and community associations, and the innovation and resilience of its business community. The Town of Herndon takes great pride in its history, its progress, and the collective spirit of those who strive to make Herndon a welcoming, inclusive, and forward-thinking place to live, work, and visit.

Therefore, to honor the 146th anniversary of our Town, the Mayor of the Town of Herndon, together with the Herndon Town Council, hereby proclaims January 14, 2025 as **Herndon Town Incorporation Day**, and encourages all residents to recognize the importance of this date and those who ~ in the past and in the present ~ continually strive to enhance the quality of life for all who live, work, and visit the Town of Herndon.

The Herndon Town Council formally presents this proclamation to the Herndon Historical Society every 10 years. The next formal presentation is scheduled for January 2029 on the occasion of the Town's 150th anniversary.

Agenda Item: Resolution to award Contract IFB 25-02, Bulk Curbside Trash Collection Service - Resolicit

Meeting Date: January 14, 2025

Category: Consent

Prepared by: Tammy Chastain, Acting Director of Public Works - Operations

Description:

This is a request is to award IFB 25-02, Bulk Trash Collection Service - Resolicit to a qualified contractor to provide collection and disposal services for bulk trash during the annual Spring and Fall clean up events.

Background:

The town has solicited by posting the Invitation for Bid (IFB) for a qualified contractor to furnish all labor, tools, materials, and equipment necessary to collect and dispose of acceptable bulk municipal solid waste. Collection would occur curbside at designated residential locations, approximately 5,208 single-family and townhouse locations. The collection would occur during designated Town Spring and Fall Clean Up events. Each event is a three (3) day period for a total of six (6) days per year. This is a multi-year contract commencing upon the execution of the contract for one-year with four (4) twelve-month renewal options.

On September 24, 2024, the IFB was advertised on OpenGov and eVA, the state procurement site, as IFB 25-01 with no bids received at the October 24, 2024 bid opening. On October 29, 2024, The IFB was readvertized as IFB 25-02, Bulk Curbside Trash Collection Service - Resolicit. On November 26, 2024, a bid opening was held and two companies submitted bids. The lowest bidder was found to be non-responsible. The next lowest bidder, TurboHaul, Inc., was found to be responsive and responsible.

<u>Vendor</u>	<u>Total</u>
Dampeer LLC	\$36,000.00
TurboHaul, Inc.	\$118,222.00

Timing Impact:

The annual clean up events are an annual service the Town of Herndon provides to its residents. The clean up events are scheduled to occur on resident's trash collection day during April 23-25, 2025, and October 15-17, 2025. The previous contract has expired. In order to continue to provide this service and stay on schedule with the 2025 spring and fall clean up schedules, a new contract for bulk curbside trash collection services needs to be awarded.

Strategic Focus Area:

Good Governance

Fiscal Impact:

Costs for the contract are a 100% increase of our current cost and a funds transfer was required in order to fund the Spring Clean-up for 2025. Funds to support this contract are available in the Refuse account (Contract Services) number 001-08-89-000-420610.

Legal Impact:

Acceptable items are collected per Town Code Section 63-6.

Staff Recommendation/Next Steps:

Staff recommends approval of the Resolution to award Contract IFB 25-02, Bulk Curbside Trash Collection Service - Resolicit, to TurboHaul, Inc.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

JANUARY 14, 2025

**Resolution- to award Contract IFB 25-02, Bulk Curbside Trash Service -
Resolicit.**

The town has solicited by posting the Invitation for Bid (IFB) for a qualified contractor to provide collection and disposal services for bulk trash during the annual Spring and Fall clean up events. IFB 25-01 was advertised on September 24, 2024 with no bids received at the October 24, 2024 bid opening. The IFB was readvertised as IFB 25-02 on October 29, 2024 and two bids were received and opened on November 26, 2024 at a public bid opening. The apparent lowest bidder was found to be non-responsible through evaluation. The next lowest bidder, TurboHaul, Inc., was found to be responsive and responsible.

THEREFORE, BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia that:

1. Contract IFB 25-02, Bulk Curbside Trash Service - Resolicit, is awarded to TurboHaul, Inc.
2. The Town Manager or their designee is authorized to approve contract modifications that modify project scope, costs, and length of contract time in accordance with procurement policy and regulations.

Agenda Item: Resolution 25-G-06 to award contract IFB B-25-03, Herndon Centennial Golf Course Tee Renovation - Resolicit

Meeting Date: January 14, 2025

Category: Consent

Prepared by: John Irish, Acting Director of Public Works - Engineering

Description:

The purpose of this contract is to award IFB B-25-03, Herndon Centennial Golf Course Tee Renovation - Resolicit to a qualified contractor to reconstruct 16 tee complexes (two complexes at a time to facilitate play during construction), construction of three fairway tie-ins, installation of new drainage throughout to improve turf conditions, irrigation improvements for each tee complex, and other incidentals associated with this work.

Background:

On March 21, 2023, contract IFB (Invitation For Bid) B-23-03 was advertised on eVA, the state procurement site. After evaluation of bids received on April 17, 2023, it was discovered that a site plan would need to be included as part of the overall project. On November 22, 2024, the project was re-advertised as IFB B-25-03, Herndon Centennial Golf Course Tee Renovation - Resolicit. On December 23, 2024, a bid opening was held, and three companies submitted bids.

Bidder	Bid Amount
Landscapes Unlimited	\$1,350,950.30
McDonald and Sons	\$1,540,183.53
A.P. Construction, LLC	\$3,274,093.17

The lowest bidder, Landscapes Unlimited, was found to be responsive and responsible.

Timing Impact:

Work on this project will commence ahead of the spring golf season and will be scheduled to facilitate play during construction.

Strategic Focus Area:

Thriving Community
Good Governance

Fiscal Impact:

Funds to support this contract are available in the Golf Course Funds Net Position account #007-00-00-000-270000. Staff recommends a contingency in the amount of \$200,000.00, which is approximately 15% of the contract amount, to be authorized.

Legal Impact:

This contract was procured under Town Code Chapter 30, Article VIII Fiscal Procedures, Division 2 - Procurement.

Staff Recommendation/Next Steps:

Staff recommends approval of the resolution to award Contract IFB B-25-03 to Landscapes Unlimited.

Attachments:

1. Resolution (Proposed)

**TOWN OF HERNDON, VIRGINIA
TOWN COUNCIL**

RESOLUTION

JANUARY 14, 2025

**Resolution- to award Contract IFB B-25-03, Herndon Centennial Golf Tee
Renovation - Resolicit.**

The town has solicited by posting the Invitation for Bid (IFB) for a qualified contractor to reconstruct 16 tee complexes (two complexes at a time to facilitate play during construction), construction of three fairway tie-ins, installation of new drainage throughout to improve turf conditions, irrigation improvements for each tee complex, and other incidentals associated with this work. IFB B-23-03 was advertised on April 17, 2023, after evaluation of bids received it was determined that a site plan would need to be included as part of the overall project. The IFB was readvertised as IFB B-25-03 on November 22, 2024 and three bids were received and opened on December 23, 2024 at a public bid opening. The apparent lowest bidder, Landscapes Unlimited, was found to be responsive and responsible.

THEREFORE, BE IT RESOLVED by the Town Council of the Town of Herndon, Virginia that:

1. Contract IFB B-25-03, Herndon Centennial Golf Course Tee Renovation - Resolicit, is awarded to Landscapes Unlimited.
2. A contingency in the amount of \$200,000, which is approximately 15% of the contract amount, is authorized.
3. The Town Manager or their designee is authorized to approve contract modifications that modify project scope, costs, and length of contract time in accordance with procurement policy and regulations.