TO: **Mayor and Town Council**

FROM: **Charles A. Mumaw, P.E. Project Manager**

DATE: **June 26, 2025**

SUBJECT: **Project Manager's Activity Report: April through May 2025**

Purpose: Provide the Town Council with an update on project activity from April through May 2025.

Background/Discussion:
East Broad Way Phase 2A: Volkert has obtained approval from VDOT for the completed construction drawings. All 20 property owners have signed off on offers and Town staff have recorded all of the deeds of easements needed for property rights to build. Letters requesting authorization to advertise the IFB were approved by VDOT.

Dominion Energy has finished with five new poles being set in new locations that will accommodate the curb and gutter. Dry utilities on those poles have begun relocation with Dominion Energy at the top. Comcast has finished relocations. Verizon has completed resetting its utilities on 5 poles. Dominion has removed 5 of the old poles, with one pole remaining with Verizon facilities too close for PIKE to remove.

A pre-con meeting was held via Teams on May 27th. Notice to proceed was issued on June 2 with a start date to begin construction on June 9, 2025 with a tentative completion date of February 26, 2026. A Pre-con meeting was held on June 17, 2025 with the Loudoun County erosion and sediment control field inspector, where the grading permit was issued to A and M Concrete Corporation.

Quarter Branch Barn Improvements/Storage: Town staff continue to solicit contractors for proposals for the construction of the storage facility for materials. Millings from E Pennsylvania Avenue resurfacing have been placed at the barn parking lot and were broadcast behind the barn and in the side parking lot area. Escalante Trucking, LLC brought in additional screened millings from the Park Place well site to make the parking lot at Quarter Branch more inviting. Public Works Coordinator Gibbs will reset the parking wheel stops as time permits.

South Loudoun and South Locust Streetscapes Improvements: The Town's consulting engineer, Kimley-Horn, has submitted 100% construction drawings based on Town Council's recommended concept to the Town staff and VDOT.

Construction could start as early as July 1, 2025 with dry utility relocations. Anticipated

construction duration is estimated to be 16 to 20 months, with 4 months for final completion and closeout. Kimley-Horn has indicated that the 100% plans were submitted to VDOT for review on March 25, 2025. Plats for property rights are currently under review by Town staff. Property rights acquisition cannot begin in earnest until VDOT authorizes Right-of-Way stage, which is currently pending.

After the Town staff, Kimley-Horn, and VDOT kick-off meeting in April to review the application process from LUP to LAP, VDOT has issued subject matter expert comments to Kimley-Horn. Kimley-Horn is currently working on revisions to the plan prior to resubmitting the 100% plan submission to VDOT and the Town for final review and approval.

Quarter Branch Road Watermain replacement: The Town's consulting engineer, J2 Engineering, Inc. submitted 100% construction plans for review by Town staff on March 28, 2024. Town staff have reviewed these plans and are coordinating the next milestone with J2. J2 is assisting Town staff with the creation of an IFB and contractor selection in the near future now that federal funding has been selected for this project. Additional maintenance of traffic (MOT) measures have been requested by VDOT prior to approval of a land use permit (LUP). On September 20, 2024, J2 received MOT approval from VDOT and submitted 100% bid documents for Town review. EPA grant materials are to be prepared as the next milestone. J2 will assist with the EPA grant application.

Second Elevated Water Tank: Town staff have reviewed the 30% plans submitted on October 16, 2023 and coordinated the next milestone in December 2023. CHA is now working on 90% plans and will submit it for review in the first quarter of 2025 with final coordination with the tank manufacturer on foundation design based on the geotechnical results, coordination with vendors on control valves for the control vault, and finalizing the site layout. Town staff will use the design to develop a probable cost estimate that will be used to seek grant funding for the project. Until project funding is identified, the start of this project remains unknown.

Watermain Redundancy Project: The Town's consulting engineer, CHA has assembled approximately 10 watermain links in the water system that could provide added overall system pressure and reliability. Town staff met with CHA in early January 2024 to review the missing links. CHA provided a matrix to describe the pros and cons of each link with a map of those links on March 1, 2024. Town staff will review and prioritize the missing links in accordance with the recommendations presented by CHA.

Town Square Improvements: Town staff presented an updated landscape plan idea to the Infrastructure Committee (IC) on May 13, 2025. The IC voted in favor of a water feature with the tree planting plan. Pending Town council approval, with an alternative no vote from Town Council on the water feature, Town staff shall proceed with the updated landscaping tree plan. Town staff has completed the removal of the existing shrubbery, and Epling has removed the trickle irrigation system, fine graded, and applied hydroseed and straw to the bare areas.

Clock Tower Renovations: Town staff solicited a specialty contractor, Adams Tower and Street Clocks Repair, from Bedford, Virginia, (after Bell Foundry Christoph (BFC) went MIA) with the following scope of work to be performed; complete clean and removal of old existing rubber gasket around the inner center face post, clean old sealer off and reinstall with new sealer to stop water leakage. Remove old blue plastic material used for color lighting from all four faces and apply new material. Remove and scrap old sealer from around the outer interior side of clock faces and reapply new sealant. Clock hands will need to be removed during this process and then reinstalled after completion of each face procedure. Check individual motors for proper operation. Town to provide necessary lift equipment for outside face work. Adams Tower has indicated they do not need a crane; however, they do need a cherry picker type man lift for up to 4 days. Town staff believe the cost of renting a cherry picker lift will not exceed $2,000.00.

One-way Traffic (Pennsylvania Avenue, Church Street, and Light Street): Wells and Associates has submitted the one-way traffic striping and signage 100% complete design to VDOT for review. VDOT approved the plan on February 7, 2025. Town staff are soliciting costs to implement and will present to Town Council upon receipt.

Light Street Alley Conveyance: The adjoining property owners have executed a cost sharing agreement for the associated engineering and plat development required for the planned boundary line adjustments to convey the Light Street Alley, with access easements, in exchange for the equivalent area of land adjacent to the Town's Municipal Complex property. J2 Engineering has completed the survey and plat development, and the Town Attorney has completed the deed of easement(s). Town Council approved the conveyance of S Light Steet Alley by Resolution 2025-04-0006 at the April 10, 2025 Public Hearing directing Town staff to continue with transfer of property. As soon as the property owners sign all documents, Town staff to record at the courthouse. Mr. Walker has paid his balance of $5,500.00 for his share of the agreement.

West Broad Street and North Berlin Turnpike Intersection (NEW): The Town Council approved Resolution 2025-05-0006 authorizing Town staff to award a contract to Kimley-Horn for the design of the intersection improvements. Kimley-Horn to set up a pre-design kick-off meeting with VDOT in June. Once the project's timeline is scoped with VDOT, details of the schedule will be shared with the Town Council.