



**Board of Supervisors
County of Louisa
Monday, October 5, 2026
Louisa County Public Meeting Room
5:00 PM**

I. Call to Order - 5:00 p.m.

Closed Session

II. Administrative Items - 6:00 p.m.

1. Invocation - Mr. Williams
2. Pledge of Allegiance
3. Adoption of Agenda
4. Minutes Approval
 1. Board of Supervisors Rural Preservation Worksession Minutes for September 21, 2026
 2. Board of Supervisors Regular Meeting Minutes for September 21, 2026
5. Bills Approval
 1. Resolution - To Approve the Bills for the Second Half of September 2026
6. Consent Agenda Items
 1. Resolution - Authorizing a Pass-Through Appropriation to Fire & EMS for the Radiological Emergency Preparedness Grant
 2. Resolution - Authorizing a Pass-Through Appropriation for State Fire Programs Funding
 3. Resolution - Authorizing a Pass Through Appropriation to the Fire & EMS Department for an Assistance for Firefighter Grant
 4. Resolution - Authorizing a Pass-Through Appropriation to the Lake Anna Advisory Committee for Grant Funding from the Virginia Department of Conservation and Recreation
 5. Resolution - Proclaiming October 4-10, 2026 as National 4-H Week
 6. Resolution - Approving Additional FY2026 Budget Re-Appropriations
 7. Resolution - To Approve and Award a Contract for Janitorial Services at the Louisa County Airport
 8. Resolution - To Approve and Award a Contract for Benefits Consulting Services

III. Recognitions

1. Recognition - Celebrating the 50th Anniversary of the Louisa County High School Class of 1976

IV. Public Comment Period

V. Information/Discussion Items

1. Presentation - VDOT Quarterly Update

VI. Unfinished Business**VII. New Business/Action Items**

1. Resolution - To Update the County's Procurement Policy Manual
2. Resolution - To Update the County's Capital Assets Accounting Policy and Procedures Manual
3. Resolution - To Update the Rural Long Range Transportation Plan
4. Resolution - Establishing the Growth Management and Rural Preservation Workgroup

VIII. Supervisor Comments**IX. Reports of Officers, Boards and Standing Committees**

1. Committee Reports
2. Board Appointments
3. County Administrator's Report

X. Public Hearings

1. Resolution – To Approve/Deny Special Exception Request - SEP2026-01 Green Springs Holding LLC, Applicant/Owner; Scott Kane, Agent

XI. Adjournment

The Louisa County Board of Supervisors reserves the right to amend and/or change the Agenda the day of the meeting.

**BY ORDER OF:
DUANE A. ADAMS, CHAIRMAN
BOARD OF SUPERVISORS
LOUISA COUNTY, VIRGINIA**



**Board of Supervisors
County of Louisa
Monday, September 21, 2026
Louisa County Public Meeting Room
3:30 PM**

CALL TO ORDER - 5:00 P.M.

Chairman Adams called the September 21, 2026, worksession of the Louisa County Board of Supervisors to order at 3:31 p.m.

Attendee Name	Title	Status	Arrived
Tommy J. Barlow	Mountain Road District Supervisor	Present	5:00 PM
Fitzgerald A. Barnes	Patrick Henry District Supervisor	Present	5:00 PM
Christopher C. McCotter	Cuckoo District Supervisor	Present	5:00 PM
H. Manning Woodward, III	Louisa County Supervisor	Present	5:00 PM
R. T. Williams	Jackson District Supervisor	Present	5:00 PM
Duane A. Adams	Mineral District Supervisor	Present	6:00 PM
Rachel G. Jones	Green Springs District Supervisor	Present	5:00 PM

Others Present: Christian Goodwin, County Administrator; Wanda Colvin, Deputy County Administrator; Chris Coon, Deputy County Administrator; Patricia Smith, County Attorney; Alexandra Stanley, Administrative Operations Manager/Deputy Clerk; Andy Wade, Director of Economic Development; Linda Buckler, Director of Community Development; and Scott Raettig, Director of Information Technology

INFORMATION/DISCUSSION ITEMS

Discussion – Rural Preservation

The Board of Supervisors held a work session to discuss rural preservation and residential growth management in Louisa County. Staff explained that the purpose was to ensure the Board and Planning Commission were working from the same information as they considered possible changes to the County's land use policies. Staff emphasized that Louisa's growth pressures are not unique, that both action and inaction have consequences, and that the various preservation tools could be considered individually rather than adopted as a single package.

Staff reviewed the pace and fiscal impact of residential growth. Louisa County had issued approximately 320 new addresses through August 31, 2026. On average, each 100 homes were estimated to generate approximately 30 students and additional demand for County services. Staff estimated an average annual County service cost of approximately \$4,700 per home, compared with approximately \$3,900 in revenue per home, illustrating the fiscal pressure associated with continued residential growth. The presentation similarly identified Louisa's location, quality of services, and comparatively low costs as factors contributing to its rapid growth.

Staff then reviewed existing zoning and preservation conditions. The majority of the County remains zoned A-1 or A-2 Agricultural. Approximately 3,945 agricultural parcels, representing roughly 202,000 acres, were enrolled in land-use taxation, with an average parcel size of 51

acres. In contrast, approximately 15,359 A-1/A-2 parcels were not enrolled in land use, with an average size of only six acres. Staff identified the increasing number of smaller parcels as an important trend to monitor because continued subdivision can reduce the amount of land available for agriculture and forestry.

The Board reviewed several existing and potential preservation tools, including land-use taxation, Agricultural and Forestal Districts (AFDs), conservation easements, zoning changes, termed Purchase/Lease of Development Rights (PDR/LDR) programs, and Transfer of Development Rights (TDR) programs. Staff distinguished the tools based on whether they are voluntary, permanent, and whether they create a financial impact for the County. Conservation easements and TDRs were identified as permanent preservation mechanisms, while AFDs and termed PDRs provide temporary protection.

Staff reported approximately 37,537 acres in Agricultural and Forestal Districts, with an additional 6,082 acres pending approval. Discussion included continuing to expand AFD participation, increasing education regarding land-use taxation, and improving landowners' access to conservation easements. Because establishing a conservation easement can involve significant legal, surveying, and evaluation costs, staff discussed the possibility of a County grant or cost-sharing program to assist participating landowners.

Potential zoning amendments for A-1 and A-2 properties outside designated growth areas were discussed. Concepts included increasing minimum lot sizes within a range of approximately 6 to 15 acres, increasing setbacks from approximately 50 to 250 feet, increasing road-frontage requirements from approximately 250 to 550 feet, establishing width-to-depth ratios, modifying family-division requirements, and revising or eliminating private-lane provisions. Staff stressed that these ranges represented concepts under discussion and not agreed-upon recommendations.

For family divisions, discussion centered on establishing a minimum ownership period to discourage use of family subdivisions as a means of circumventing ordinary subdivision requirements. One concept would require at least five years of ownership before qualifying for a family division, followed by a ten-year retention period for owners who had held the property for five to nine years and a five-year retention period for owners who had owned the property for ten years or longer. Staff also discussed concerns that private-lane provisions originally intended to provide limited access to back acreage were being used to facilitate larger subdivisions.

Board members raised concerns about the unintended consequences of substantially increasing minimum lot sizes. Particular concern was expressed that very large minimum lots could still be developed for residential purposes while making land less affordable for local families and permanently removing acreage from productive agricultural or forestry use. Experience in other counties was cited where larger-lot requirements resulted in farmland being divided into expensive residential estates rather than preserving active farms. The discussion reflected interest in finding a more moderate approach, particularly within the A-2 district, while recognizing that A-1 land may warrant different treatment because of its agricultural purpose.

The Board also discussed private lanes in detail. While members acknowledged that the existing provisions can be used in ways not originally intended, there was concern about eliminating private lanes entirely. Members noted that properly limited private lanes can provide access to back acreage and reduce pressure for strip development along existing state-maintained roads.

The discussion favored examining ways to tighten or clarify the private-lane provisions rather than automatically requiring every subdivision to construct a state-standard road.

A significant portion of the discussion concerned how new zoning requirements would affect existing legal lots. Board members expressed concern that applying a substantially larger setback, such as 250 feet, to existing smaller or unusually shaped parcels could effectively eliminate their buildable area. Staff and the County Attorney clarified that, under the County's current nonconforming-lot provisions, legally existing parcels would not necessarily be required to comply with subsequently adopted setback requirements. The Board stressed that any ordinance should be carefully drafted so that new requirements apply prospectively and do not unintentionally render existing legal and buildable lots unusable.

Members emphasized the usefulness of the questionnaires completed by Board and Planning Commission members because they required participants to consider how individual changes could interact and create unintended consequences. There was general discussion that the County should proceed methodically and consider the tools individually, beginning with fundamental issues such as minimum lot size because those decisions could affect setbacks, frontage requirements, preservation programs, and other policies.

Staff described a potential 10-year termed PDR/LDR program under which landowners would voluntarily agree not to exercise development rights in exchange for annual County payments. Payments could be based on the underlying value of the land, and parcels could be prioritized based on factors such as acreage, road frontage, existing division rights, and overall development potential. Board members recognized that such a program would require a reliable long-term funding source because each agreement would obligate the County to make payments throughout the term.

The Board also spent considerable time discussing Transfer of Development Rights (TDRs). Under the concept, development rights from rural "sending" parcels could be sold and permanently transferred to "receiving" parcels within designated growth areas. Staff noted that TDRs could provide permanent preservation with relatively little direct County expense but would require a viable marketplace of buyers and sellers. Creating that market could require changes to development density within growth areas so that developers seeking additional density would have an incentive to purchase transferred rights.

Board members expressed concern about the County becoming overly involved in private TDR transactions, particularly by conducting title searches or guaranteeing that particular development rights could ultimately be exercised. Members discussed whether the County's role could be limited primarily to recording or tracking transferred rights while leaving due diligence to buyers and sellers. Concerns were also raised about potential County liability if a development right were represented as usable but later could not be exercised because of soils, topography, zoning, or other site limitations.

At the same time, members expressed interest in continuing to explore TDRs as a way to compensate rural property owners for development potential they might otherwise lose through zoning changes. Staff noted that Virginia's existing statutory framework has resulted in limited use of TDR programs and that legislative changes may be necessary to make the tool more effective. The presentation characterized TDRs as a means of redirecting density from rural areas to designated growth areas through a voluntary market.

The Board acknowledged the need to balance several competing objectives: preserving Louisa County's rural and agricultural character, protecting private property rights and land values, maintaining opportunities for local families to own property, directing appropriate development toward growth areas, and managing the increasing cost of providing public services to a growing population.

Members discussed whether the County's objective should be primarily to redirect residential development from rural areas into designated growth areas or to slow residential growth more broadly. It was noted that thousands of residential lots may already have development potential under existing approvals, meaning that some future growth will occur regardless of new policies. The central question was therefore how the County should manage development beyond what is already entitled and what Louisa County should look like after that development occurs.

No single preservation strategy was selected during the work session. Rather, the Board indicated that the issues should continue to be evaluated one at a time, with attention to both intended and unintended consequences. The discussion reflected interest in continuing existing voluntary preservation programs while further examining zoning changes, PDR/LDR and TDR programs, family divisions, private lanes, and potential legislative changes needed to provide the County with additional growth-management tools.

ADJOURNMENT

On the motion Supervisor Barnes, seconded by Supervisor Williams, which carried by a vote of 7-0, the Board voted to adjourn the September 21, 2026, worksession meeting at 4:49 p.m.

IN WITNESS WHEREOF:
DUNN E. A. ADAMS, CHAIRMAN
BOARD OF SUPERVISORS
LOUISA COUNTY, VIRGINIA



**Board of Supervisors
County of Louisa
Monday, September 21, 2026
Louisa County Public Meeting Room
5:00 PM**

CALL TO ORDER - 5:00 P.M.

Chairman Adams called the September 21, 2026, meeting of the Louisa County Board of Supervisors to order at 5:00 p.m.

Attendee Name	Title	Status	Arrived
Tommy J. Barlow	Mountain Road District Supervisor	Present	5:00 PM
Fitzgerald A. Barnes	Patrick Henry District Supervisor	Present	5:00 PM
Christopher C. McCotter	Cuckoo District Supervisor	Present	5:00 PM
H. Manning Woodward, III	Louisa County Supervisor	Present	5:00 PM
R. T. Williams	Jackson District Supervisor	Present	5:00 PM
Duane A. Adams	Mineral District Supervisor	Present	6:00 PM
Rachel G. Jones	Green Springs District Supervisor	Present	5:00 PM

Others Present: Christian Goodwin, County Administrator; Wanda Colvin, Deputy County Administrator; Chris Coon, Deputy County Administrator; Patricia Smith, County Attorney; William Newman, Assistant County Attorney; Alexandra Stanley, Administrative Operations Manager/Deputy Clerk; Andy Wade, Director of Economic Development; Linda Buckler, Director of Community Development; and Scott Raettig, Director of Information Technology

CLOSED SESSION

On the motion of Vice Chairman Barlow, seconded by Supervisor Williams, which carried by a vote of 7-0 the Board voted to enter Closed Session at 5:00 p.m. for the purpose of discussing the following:

1. In accordance with §2.2-3711(A)(8), Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

REGULAR SESSION

On the motion of Supervisor Williams, seconded by Supervisor Barnes, which carried by a vote of 7-0, the Board voted to return to Regular Session at 6:00 p.m.

RESOLUTION - CERTIFICATION OF CLOSED SESSION

Voter	Role	Vote
Tommy J. Barlow	Voter	Yes/Aye
Fitzgerald A. Barnes	Seconder	Yes/Aye
R.T. Williams, Jr.	Mover	Yes/Aye
Christopher C. McCotter	Voter	Yes/Aye
Duane A. Adams	Voter	Yes/Aye

Rachel G. Jones	Voter	Yes/Aye
H. Manning Woodward, III	Voter	Yes/Aye

On the motion of Supervisor Williams, seconded by Supervisor Barnes, which carried by a vote of 7-0, the Board voted to adopt the following resolution:

WHEREAS, the Louisa County Board of Supervisors has convened a Closed Meeting this 21st day of September 2026, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712 of the Code of Virginia requires a certification by the Louisa County Board of Supervisors that such closed meeting was conducted in conformity with the Virginia Law.

NOW, THEREFORE BE IT RESOLVED on this 21st day of September 2026, that the Louisa County Board of Supervisors does hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting was heard, discussed or considered by the Louisa County Board of Supervisors.

ADMINISTRATIVE ITEMS - 6:00 P.M.

INVOCATION

Chairman McCotter led the invocation, followed by the Pledge of Allegiance.

ADOPTION OF AGENDA

On the motion of Supervisor Williams, seconded by Supervisor Barnes, which carried by a vote of 7-0, the Board voted to adopt the agenda, as presented, with no changes:

MINUTES APPROVAL

Board of Supervisors Regular Meeting Minutes – September 8, 2026

On the motion of Supervisor Barnes, seconded by Supervisor McCotter, which carried by a vote of 7-0, the Board voted to approve the minutes of the September 8, 2026, regular meeting.

BILLS APPROVAL

Resolution – To Approve the Bills for the First Half of September 2026

On the motion of Supervisor Barnes, seconded by Supervisor McCotter, which carried by a vote of 7-0, the Board adopted a resolution approving the bills for the first half of September 2026.

CONSENT AGENDA ITEMS

On the motion of Supervisor Barnes, seconded by Supervisor McCotter, which carried by a vote of 7-0, the Board voted to adopt the Consent Agenda as follows:

1. Resolution – Authorizing the Assignment of Fund Balance to Committed Community Development Fees
2. Resolution – To Approve the Fiscal Year 2028 Budget Calendar
3. Resolution – Authorizing a Pass-Through Appropriation to the Louisa County Airport for State Aviation Grants
4. Resolution - Authorizing the Execution of a Deed of Easement Between the Louisa County Board of Supervisors ("Grantor") and SummitIG and Sig Peak, LLC ("Grantee"); and Approving an Easement Compensation Agreement by and Between SummitIG, LLC and the Board of Supervisors for Louisa County, Virginia
5. Resolution - Authorizing a Supplemental Appropriation to Louisa County Public Schools for Additional Staffing and Employee Bonuses
6. Resolution - Requesting a Safety/Speed Study on Bumpass Road (Route 601) in the Jackson District

RECOGNITIONS

Recognition – Recognizing Jennifer Ford for Her Dedicated Service to the Citizens of Louisa County

Mr. Christian Goodwin read the resolution. Following the reading, Supervisor Barlow presented Jennifer Ford with a framed copy of the resolution.

Recognition – Recognizing Princess R. Moss on Her Election as President of the National Education Association

Ms. Alexandra Stanley read the resolution. Following the reading, Chairman Adams presented Princess Moss with a framed copy of the resolution.

PUBLIC COMMENT PERIOD

Chairman Adams opened the public comment period.

Ms. Vicky Harte, Louisa District (Town of Louisa), thanked the Board for recognizing Jen and Ms. Moss, noting her personal connections to both. She then asked whether anticipated revenue from data centers could affect the County schools' eligibility for funding that currently provides free breakfast, lunch, and, for some students, dinner. Ms. Harte emphasized the importance of these meals to families in need and asked whether the Board would be prepared to provide County funding to continue the program if increased revenues resulted in a loss or reduction of outside funding.

With no one else wishing to speak, Chairman Adams closed the public comment period.

INFORMATION/DISCUSSION ITEMS

Presentation – Commission on Aging

Ms. Susan Fletcher, representing the Louisa District on the Commission on Aging, introduced Commission members in attendance and explained that the presentation supported the

Commission's mission to assess the needs of Louisa County's senior citizens and advocate for improvements to their quality of life.

William "Bill" Groom, representing the Mountain Road District on the Commission on Aging, presented the Commission's review of the County's real estate tax relief program for residents age 65 and older and disabled property owners. Mr. Groom explained that the review began after he learned that only 461 residents qualified for the program in 2025. A Commission subcommittee subsequently compared Louisa County's eligibility requirements with those of several surrounding and comparable counties, including Goochland, Powhatan, Orange, Spotsylvania, and Hanover.

Mr. Groom noted that Louisa County currently allows a maximum annual income of \$55,000 and a maximum net worth of \$200,000, excluding the residence and generally up to ten acres. He compared these limits with other localities, noting that several have higher income and/or net-worth thresholds. The Commission concluded that Louisa could take a more proactive approach to assisting seniors and disabled residents. Mr. Groom emphasized that savings from real estate tax relief could help eligible residents meet medical, transportation, home maintenance, and other essential expenses.

Mr. Groom reported that 512 applications were submitted in 2026, with 487 approved, an increase over the previous year. He also thanked the Board for increasing the income eligibility limit from \$50,000 to \$55,000 the prior year. Based on its research, the Commission formally requested that the Board consider increasing the 2027 annual income eligibility limit to \$70,000, while maintaining/increasing the applicable net-worth threshold at \$200,000, as presented by the Commission.

Board members thanked the Commission and its subcommittee for the extensive research and supporting documentation, noting that the comparison with surrounding counties provided useful justification for considering the request. Members also suggested that staff evaluate the potential financial impact of changing the eligibility requirements.

During discussion, a Board member asked how many additional residents might qualify if the proposed thresholds were adopted. Mr. Groom stated that he had previously raised a similar question with the Treasurer but was unable to obtain a specific estimate because participation fluctuates as individuals enter and leave the program. He anticipated, however, that increasing the income and net-worth limits would make additional residents eligible.

With no objection from the Board, the Chairman referred the Commission on Aging's recommendation to the Finance Committee for further review. He noted that any proposed change would ultimately require a public hearing and subsequent vote by the Board of Supervisors.

Presentation - StormReady

Eric Seymour addressed the Board to recognize Louisa County's designation as a StormReady community by the National Weather Service in Wakefield, Virginia. He explained that the StormReady Program is designed to help communities protect lives and property by improving preparedness, communication, and response before, during, and after hazardous weather events.

Mr. Seymour announced that Louisa County officially received its StormReady designation on July 28, 2026, which will remain valid for four years and may be renewed on or before July 28, 2030. He noted that the designation reflects the County's effectiveness in communicating hazardous weather warnings, preparing the public for severe weather impacts, and maintaining strong coordination with the National Weather Service.

The National Weather Service commended its partnership with Louisa County, emphasizing the effective communication and coordination demonstrated during previous weather events. Mr. Seymour stated that these established communication channels were an important component of earning the StormReady designation.

Mr. Seymour concluded by presenting a StormReady sign to the County for display, recognizing Louisa County's participation in the program. The Board thanked Mr. Seymour and expressed its appreciation for the recognition and the work involved in achieving the designation.

Presentation - TJPDC Legislative Program Update

Mr. David Blount provided the Board with a legislative update regarding the recently adopted state budget, anticipated issues for the 2027 General Assembly Session, and development of the Thomas Jefferson Planning District Commission's regional legislative program.

Mr. Blount reported that the General Assembly adopted the state budget immediately before the end of the fiscal year. The budget included an increase in the state income tax standard deduction, salary increases for public employees, and a consumption tax on data centers. He highlighted funding of particular importance to Louisa County, including funding for hydrilla treatment and buoy maintenance at Lake Anna and additional funding for harmful algae bloom treatment. He also reported that FY2026 state revenues exceeded projections by approximately \$940 million, with much of the additional revenue directed to state reserves and water-quality improvements.

Looking ahead to 2027, Mr. Blount noted that all members of the General Assembly will be facing an election year and said discussions in Richmond have focused on job losses and reductions in federal funding. He indicated that the state may attempt to offset some federal funding reductions but would be unable to replace all losses. He also discussed a recent trend of directing education funding toward specific needs, such as at-risk and special education programs, rather than distributing all additional funding through the Standards of Quality formula.

Mr. Blount anticipated that data centers and energy would be among the major issues during the 2027 session. He also expected renewed consideration of collective bargaining legislation and affordable housing measures. Of particular concern to local governments, he discussed continuing legislative efforts affecting local land-use authority, noting a trend toward setting policy at the state level rather than deferring to localities.

Regarding the regional legislative program, Mr. Blount said the primary priorities were not expected to change significantly. Those priorities include increased state support for K-12 education, adequate funding for state-mandated programs, opposition to unfunded mandates and shifting costs to localities, protection of local revenue authority, and preservation of local land-

use and growth-management tools. He advised that he would work on revisions and return to the Board in November with a draft of the revised legislative program.

Board Discussion

Members of the Board referenced the Board's recent growth-management and rural preservation work session and discussed challenges the County has encountered regarding Purchase of Development Rights (PDR) and Transfer of Development Rights (TDR) programs. He explained that the County is attempting to manage growth while preserving its rural character and encouraging farming but appears to face legislative or regulatory restrictions on what counties may do when implementing these programs. The Board asked Mr. Blount and the Thomas Jefferson Planning District Commission to work with County staff to identify the obstacles and determine whether legislative changes could provide additional flexibility. Mr. Blount agreed to follow up with staff to obtain additional information about the specific challenges and identify possible regulatory or statutory changes.

Supervisor Jones then discussed the County's ongoing work regarding the sale of illegal vaping products to juveniles. She explained that the County's vaping committee, working with the school system, had held several meetings and had been meeting with legislators throughout the summer. The group is seeking legislation that would provide law enforcement with stronger tools to address businesses selling illegal vaping products to juveniles. She noted that current penalties may not provide an adequate deterrent and that school officials and legislators are working together to draft potential bipartisan legislation that could provide additional enforcement tools for school resource officers, deputies, and potentially Virginia ABC.

Mr. Blount stated that he had recently received calls from Virginia ABC special agents working as part of a task force and noted that there could be overlap with retail establishments being reviewed through his work associated with the cigarette tax board. He agreed to follow up on the issue and coordinate with the legislators involved. Supervisor Jones added that legislators and their staff had been actively participating in the committee's meetings and had demonstrated an interest in assisting with the effort.

Another Board member asked Mr. Blount whether he was hearing of any potential changes that might prevent a repeat of the late adoption of the state budget, which had created difficulties for counties. Mr. Blount stated that, although the General Assembly historically completed its budget on time, delays and special sessions have become increasingly common over the past 15 to 20 years. He noted that the most recent budget was the latest he had seen completed during his more than 30 years working in Richmond and acknowledged the frustration the delay caused local governments.

The Chairman concluded that the PDR/TDR issue and vaping enforcement concerns would likely be included in Louisa County's legislative agenda when presented to the Planning District Commission. The Board thanked Mr. Blount for his continued representation and advocacy on behalf of Louisa County.

UNFINISHED BUSINESS

(None)

NEW BUSINESS/ACTION ITEMS

Resolution – Approving a Memorandum of Understanding with the Fluvanna/Louisa Housing Foundation

Mr. Goodwin presented a resolution approving a Memorandum of Understanding (MOU) between Louisa County and the Fluvanna-Louisa Housing Foundation. He explained that the Housing Foundation requested the MOU in connection with a grant application to complete its affordable housing project on Resource Court.

The MOU formalizes the working relationship between the County and the Housing Foundation and establishes a framework for collaboration on the Resource Court project and other housing-related initiatives. Under the agreement, the Housing Foundation would provide periodic reports to the County regarding its progress and activities. The County would support funding applications, coordinate applicable County functions, and assist in identifying housing needs as appropriate and within its capabilities. Mr. Goodwin emphasized that the MOU does not establish a financial commitment by the County and is intended only to document the parties' cooperative relationship.

The County Attorney advised that she had reviewed the agreement and supported its approval. She recommended one revision under the scope of housing support to clarify that any additional services agreed upon by the parties must be agreed to in writing.

On the motion of Supervisor Williams, seconded by Supervisor Barnes, which carried by a vote of 7-0, the Board voted to approve the MOU.

SUPERVISOR COMMENTS**Green Springs District**

Mrs. Jones thanked the Louisa County Historical Society for hosting an open house, dinner, and tours at Boswell's Tavern on Route 22. She described the fundraiser as well attended and educational, highlighting Boswell's Tavern's significant role in Louisa County during the Revolutionary War and the many historical figures who traveled through and stayed at the tavern. She expressed appreciation to the Historical Society for providing the community with an opportunity to learn more about the County's history.

Mrs. Jones also responded to Ms. Hart's earlier comments regarding the school meal program. She encouraged Ms. Hart to discuss the matter with the School Board and noted that Mr. Straley could provide specific information regarding how the program's funding and eligibility are calculated. She recalled that federal funding for the program had been in jeopardy several years earlier but ultimately was not reduced.

Mrs. Jones emphasized the importance of ensuring that children continue to receive meals and stated that providing the County with greater financial security is one reason she considers data center revenue important. She noted that additional financial resources could help the County respond if outside funding for essential programs, such as school meals, were reduced in the future.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

Committee Reports

(None)

Board Appointments

On the motion of Supervisor Williams, seconded by Supervisor Barnes, which carried by a vote of 7-0, the Board voted to appoint To Appoint Ms. Ahsley Madison to the Tourism Advisory Committee to replace Ms. Bernice Kube who has resigned from the Committee.

County Administrator's Report

County Administrator Goodwin provided an update regarding Valley Link's project schedule. The most recent schedule had anticipated proposed route updates being posted online by mid-October, followed by virtual meetings regarding the routes and SEC process in early November and an SEC filing in mid-November. However, Valley Link recently advised that the schedule will be delayed, with no additional information provided regarding the length of the delay. Staff will provide updated information to the Board and public as it becomes available.

A reminder was also provided that the Fall Festival will be held October 10 at the Louisa Fairgrounds, with Board members and County residents encouraged to attend.

PUBLIC HEARINGS**Ordinance – Amending Chapter 86 Land Development Regulations – Proposed Addition – Ellisville Agricultural and Forestal District**

The Louisa County Community Development Department received an application to add twelve parcels to the Ellisville Agricultural and Forestal District. The parcels are identified as tax map parcels 13-66, 13-67, 13-68, 14-32A, 14-33, 14-35, 24-163, 25-1-A, 25-1-B, 25-38, 25-39, and 26-14-1. Louisa County has contacted the current property adjoiners of parcels identified and advised them of the application.

The proposed addition is adjacent to or located within one mile of the Ellisville Agricultural and Forestal District or is deemed agriculturally and forestally significant, and is used for hay, timber, crops, pasture, and cattle production.

The Agricultural, Forestal and Rural Preservation Committee met on August 6, 2026, to review the addition to the Ellisville Agricultural and Forestal District and voted to forward a recommendation of approval to the Planning Commission and the Board of Supervisors for the addition of tax map parcels 13-66, 13-67, 13-68, 14-32A, 14-33, 14-35, 24-163, 25-1-A, 25-1-B, 25-38, 25-39, and 26-14-1 to the Ellisville Agricultural and Forestal District.

The Planning Commission held a public hearing on August 13, 2026, and voted that the public necessity, convenience, general welfare, or good zoning practice compels it to make a recommendation of approval for the addition of tax map parcels 13-66, 13-67, 13-68, 14-32A, 14-33, 14-35, 24-163, 25-1-A, 25-1-B, 25-38, 25-39, and 26-14-1 to the Ellisville Agricultural and Forestal District, to the Board of Supervisors.

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE	ZONING
Fred & Rebecca Massie	13-66	2.8	A-1

Fred & Rebecca Massie	13-67	10	A-1
Fred & Rebecca Massie	13-68	4	A-1
Lancelot Lane LLC	14-32A	22	A-2
Fred & Rebecca Massie	14-33	22.38	A-2
Fred Massie Et Als	14-35	159.453	A-1
DMP Timber LLC	24-163	30.43	A-2
The DMP Timber Trust	25-1-A	122.46	A-2
Fred & Rebecca Massie	25-1-B	3.22	A-1
Robert Downing Trustee	25-38	157.925	A-1
Fred & Rebecca Massie	25-39	417	A-1
Rebecca Massie	26-14-1	50	A-2

Chairman Adams opened the public hearing. With no one wishing to speak, Chairman Adams closed the public hearing and brought the discussion back to the Board.

On the motion of Supervisor Woodward, seconded by Supervisors Barlow, which carried by a vote of 7-0, the Board voted to approve the request for the addition of tax map parcels 13-66, 13-67, 13-68, 14-32A, 14-33, 14-35, 24-163, 25-1-A, 25-1-B, 25-38, 25-39, and 26-14-1 to the Ellisville Agricultural and Forestal District, with resulting amendments to 86-501 districts described, attached.

Ordinance – Amending Chapter 86 Land Development Regulations – Proposed Addition – Trevilian Agricultural and Forestal District

The Louisa County Community Development Department received an application to add twenty parcels to the Trevilian Station Agricultural and Forestal District. The parcels are identified as tax map parcels 12-1-1, 12-1-3, 12-8-A1, 12-32, 12-53, 12-54, 12-55, 12-56, 13-12-B1, 13-12-B2, 13-15-3, 13-15-4, 13-15-5, 13-15-6, 13-15-7, 13-15-8, 13-15-9R, 13-15-17R, 13-22, and 39-28. Louisa County has contacted the current property adjoiners of parcels identified and advised them of the application.

The proposed addition is within one mile of the existing Trevilian Station Agricultural and Forestal District and the current uses of the property are crops, pasture, timber, and livestock production, thus supporting the intent of the agricultural and forestal districts.

The Agricultural, Forestal and Rural Preservation Committee met on August 6, 2026, to review the addition to the Trevilian Station Agricultural and Forestal District and voted to forward a recommendation of approval to the Planning Commission and the Board of Supervisors for the addition of tax map parcels 12-1-1, 12-1-3, 12-8-A1, 12-32, 12-53, 12-54, 12-55, 12-56, 13-12-B1, 13-12-B2, 13-15-3, 13-15-4, 13-15-5, 13-15-6, 13-15-7, 13-15-8, 13-15-9R, 13-15-17R, 13-22, and 39-28 to the Trevilian Station Agricultural and Forestal District.

The Planning Commission held a public hearing on August 13, 2026, and voted that the public necessity, convenience, general welfare, or good zoning practice compels it to make a recommendation of approval for the addition of tax map parcels 12-1-1, 12-1-3, 12-8-A1, 12-32, 12-53, 12-54, 12-55, 12-56, 13-12-B1, 13-12-B2, 13-15-3, 13-15-4, 13-15-5, 13-15-6, 13-15-7, 13-15-8, 13-15-9R, 13-15-17R, 13-22, and 39-28 to the Trevilian Station Agricultural and Forestal District, to the Board of Supervisors.

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE
The JJP Timber Trust	12-1-1	2.9
The JJP Timber Trust	12-1-3	10.828
Susan Fletcher	12-8-A1	23.07
Steve & Amy Seay	12-32	0.5
Charles E. Fletcher Jr & Stacey Fletcher	12-53	13.69
Charles & Stacey Fletcher	12-54	10.8
Charles & Stacey Fletcher	12-55	24.326
Susan Fletcher & Duane Ryder	12-56	2
Steve & Amy Seay	13-12-B1	23.813
Steve & Amy Seay	13-12-B2	21.13
Fox Branch LLC	13-15-3	1.845
Fox Branch LLC	13-15-4	1.52
Fox Branch LLC	13-15-5	1.171
Fox Branch LLC	13-15-6	1.677
Fox Branch LLC	13-15-7	1.729
Fox Branch LLC	13-15-8	1.691
Fox Branch LLC	13-15-9R	16.51
Fox Branch LLC	13-15-17R	19.47
The JJP Timber Trust	13-22	59.75
Amick Farm Louisa LLC	39-28	436.26

Chairman Adams opened the public hearing. With no one wishing to speak, Chairman Adams closed the public hearing and brought it back to the Board for discussion.

On the motion of Supervisor Woodward, seconded by Supervisor Barnes, which carried by a vote of 7-0, the Board voted to approve the request for the addition of tax map parcels 12-1-1, 12-1-3, 12-8-A1, 12-32, 12-53, 12-54, 12-55, 12-56, 13-12-B1, 13-12-B2, 13-15-3, 13-15-4, 13-15-5, 13-15-6, 13-15-7, 13-15-8, 13-15-9R, 13-15-17R, 13-22, and 39-28 to the Trevilian Station Agricultural and Forestal District, with resulting amendments to 86-501 districts described, attached.

Ordinance – Amending Chapter 86 Land Development Regulations – Proposed Addition – Gold Mine Creek Agricultural and Forestal District

WHEREAS, the Louisa County Community Development Department received an application to add twenty parcels to the Gold Mine Creek Agricultural and Forestal District. The parcels are identified as tax map parcels 13B-1-3, 13B-1-4, 13B-1-5, 13B-1-6, 13B-1-7, 13B-1-8, 13B-1-9, 13-89, 14-4-B, 14-5, 16-2-1, 16-3, 16-3A, 16-3B, 16-15, 16-18, 27-89B, 27-90, 27-105, and 27-106. Louisa County has contacted the current property adjoiners of parcels identified and advised them of the application.

The proposed addition is located within one mile of an existing portion of the Gold Mine Creek Agricultural and Forestal District and is used for timber, fruit, and crop production, thus supporting the intent of the agricultural and forestal districts.

The Agricultural, Forestal and Rural Preservation Committee met on August 6, 2026, to review the addition to the Gold Mine Creek Agricultural and Forestal District and voted to forward a

recommendation of approval to the Planning Commission and the Board of Supervisors for the addition of tax map parcels 13B-1-3, 13B-1-4, 13B-1-5, 13B-1-6, 13B-1-7, 13B-1-8, 13B-1-9, 13-89, 14-4-B, 14-5, 16-2-1, 16-3, 16-3A, 16-3B, 16-15, 16-18, 27-89B, 27-90, 27-105, and 27-106 to the Gold Mine Creek Agricultural and Forestal District.

The Planning Commission held a public hearing on August 13, 2026, and voted that the public necessity, convenience, general welfare, or good zoning practice compels it to make a recommendation of approval for the addition of tax map parcels 13B-1-3, 13B-1-4, 13B-1-5, 13B-1-6, 13B-1-7, 13B-1-8, 13B-1-9, 13-89, 14-4-B, 14-5, 16-2-1, 16-3, 16-3A, 16-3B, 16-15, 16-18, 27-89B, 27-90, 27-105, and 27-106 to the Gold Mine Creek Agricultural and Forestal District, to the Board of Supervisors.

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE	ZONING
Joyce G. Talley	13B-1-3	1.951	A-1
John R. Miller	13B-1-4	1.557	A-1
Joyce Talley	13B-1-5	1.556	A-1
Joyce G. Talley	13B-1-6	1.501	A-1
Joyce G. Talley	13B-1-7	1.501	A-1
Joyce G. Talley	13B-1-8	1.852	A-1
Joyce G. Talley	13B-1-9	1.841	A-1
Joyce G. Talley	13-89	53.91	A-1
Clifton Farm LLC	14-4-B	0.4	A-1
Lucy Coleman Williams Et Als	14-5	13.243	A-2
Samuel Kelley	16-2-1	4.26	R-2
Clifton Farm LLC	16-3	170.846	R-2
Clifton Farm LLC	16-3A	25.38	R-2
Clifton Farm LLC	16-3B	21.38	R-2
Mansfield LLC	16-15	164.52	R-2/C-2
Mansfield LLC	16-18	2.393	R-2
Clifton Farm LLC	27-89B	10.85	A-2
Clifton Farm LLC	27-90	31.429	A-2
Clifton Farm LLC	27-105	45.53	A-2
Tina Wilkins & Georgie Fells Et Als	27-106	82.58	A-2

Chairman Adams opened the public hearing. With no one wishing to speak, Chairman Adams closed the public hearing and brought it back to the Board for discussion.

On the motion of Supervisor Williams, seconded by Supervisor Barnes, which carried by a vote of 7-0, the Board voted to approve the request for the addition of tax map parcels 13B-1-3, 13B-1-4, 13B-1-5, 13B-1-6, 13B-1-7, 13B-1-8, 13B-1-9, 13-89, 14-4-B, 14-5, 16-2-1, 16-3, 16-3A, 16-3B, 16-15, 16-18, 27-89B, 27-90, 27-105, and 27-106 to the Gold Mine Creek Agricultural and Forestal District, with resulting amendments to 86-501 districts described, attached.

Ordinance – Amending Chapter 86 Land Development Regulations – Proposed Addition – Indian Creek Agricultural and Forestal District

The Louisa County Community Development Department received an application to add three parcels to the Indian Creek Agricultural and Forestal District. The parcels are identified as tax map parcels 82-8, 82-8C, and 82-25. Louisa County has contacted the current property adjoiners of parcels identified and advised them of the application.

The proposed addition is located within one mile of the existing Indian Creek Agricultural and Forestal District and the current use of the property is crop and timber production, thus supporting the intent of the agricultural and forestal districts.

The Agricultural, Forestal and Rural Preservation Committee met on August 6, 2026, to review the addition to the Indian Creek Agricultural and Forestal District and voted to forward a recommendation of approval to the Planning Commission and the Board of Supervisors for the addition of tax map parcels 82-8, 82-8C, and 82-25 to the Indian Creek Agricultural and Forestal District.

The Planning Commission held a public hearing on August 13, 2026, and voted that the public necessity, convenience, general welfare, or good zoning practice compels it to make a recommendation of approval for the addition of tax map parcels 82-8, 82-8C, and 82-25 to the Indian Creek Agricultural and Forestal District, to the Board of Supervisors.

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE	ZONING
Wendy Madison	82-8	201.07	A-2
Wendy Madison	82-8C	94.599	A-2
Wendy Madison	82-25	44.05	A-2

Chairman Adams opened the public hearing. With no one wishing to speak, Chairman Adams closed the public hearing and brought it back to the Board for discussion.

On the motion of Supervisor Williams, seconded by Supervisor McCotter, which carried by a vote of 7-0, the Board voted to approve the request for the addition of tax map parcels 82-8, 82-8C, and 82-25 to the Indian Creek Agricultural and Forestal District, with resulting amendments to 86-501 districts described, attached.

Ordinance – Amending Chapter 86 Land Development Regulations – Proposed Addition – Patrick Henry Agricultural and Forestal District

The Louisa County Community Development Department received an application to add twenty parcels to the Patrick Henry Agricultural and Forestal District. The parcels are identified as tax map parcels 54-28, 54-29, 54-30, 54-31, 66-1-1, 66-2-3, 66-2-4A, 66-3-2, 66-5-16, 66-13-1, 66-13-2, 66-13-3, 66-16-A1, 66-86, 66-87, 66-88, 66-90, 66-91, 66-102, and 66-103. Louisa County has contacted the current property adjoiners of parcels identified and advised them of the application.

The proposed addition is located within one mile of an existing portion of the Patrick Henry Agricultural and Forestal District and is deemed agriculturally and forestally significant as the current uses are cattle, pasture, hay, timber, and crop production, thus supporting the intent of the agricultural and forestal districts.

The Agricultural, Forestal and Rural Preservation Committee met on August 6, 2026, to review the addition to the Patrick Henry Agricultural and Forestal District and voted to forward a recommendation of approval to the Planning Commission and the Board of Supervisors for the addition of tax map parcels 54-28, 54-29, 54-30, 54-31, 66-1-1, 66-2-3, 66-2-4A, 66-3-2, 66-5-16, 66-13-1, 66-13-2, 66-13-3, 66-16-A1, 66-86, 66-87, 66-88, 66-90, 66-91, 66-102, and 66-103 to the Patrick Henry Agricultural and Forestal District.

The Planning Commission held a public hearing on August 13, 2026, and voted that the public necessity, convenience, general welfare, or good zoning practice compels it to make a recommendation of approval for the addition of tax map parcels 54-28, 54-29, 54-30, 54-31, 66-1-1, 66-2-3, 66-2-4A, 66-3-2, 66-5-16, 66-13-1, 66-13-2, 66-13-3, 66-16-A1, 66-86, 66-87, 66-88, 66-90, 66-91, 66-102, and 66-103 to the Patrick Henry Agricultural and Forestal District, to the Board of Supervisors.

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE	ZONING
Larry & Betty Hopkins	54-28	2.726	A-2
Larry & Betty Hopkins	54-29	23.13	A-1
Larry & Betty Hopkins	54-30	42.43	A-1/A-2
Vickie Southall & Faye Stewart	54-31	78.53	A-1/A-2
Ronald & Michael Poindexter	66-1-1	4.19	A-2
Donald & Linda Seay	66-2-3	4.26	A-2
Donald & Linda Seay	66-2-4A	3.896	A-2
Ellen Carroll & Daniel Poindexter	66-3-2	2.33	A-2
Ronald & Patricia Poindexter	66-5-16	3.25	A-2
Donald & Linda Seay	66-13-1	3.024	A-2
Donald & Linda Seay	66-13-2	4.6477	A-2
Donald & Linda Seay	66-13-3	3	A-2
Patti G. Lohr	66-16-A1	15.56	A-2
Piney Acres Family LLC	66-86	10	A-2
Piney Acres Family LLC	66-87	39.15	A-2
Piney Acres Family LLC	66-88	26	A-2
Ronald & Patricia Poindexter	66-90	2.96	A-2
Ronald & Patricia Poindexter	66-91	4.07	A-2
Piney Acres Family LLC	66-102	19.25	A-2
Ronald & Patricia Poindexter	66-103	67.17	A-2

Chairman Adams opened the public hearing. With no one wishing to speak, Chairman Adams closed the public hearing and brought it back to the Board for discussion.

On the motion of Supervisor Barnes, seconded by Supervisor Woodward, which carried by a vote of 7-0, the Board voted to approve the request for the addition of tax map parcels 54-28, 54-29, 54-30, 54-31, 66-1-1, 66-2-3, 66-2-4A, 66-3-2, 66-5-16, 66-13-1, 66-13-2, 66-13-3, 66-16-A1, 66-86, 66-87, 66-88, 66-90, 66-91, 66-102, and 66-103 to the Patrick Henry Agricultural and Forestal District, with resulting amendments to 86-501 districts described, attached.

Ordinance – Amending Chapter 86 Land Development Regulations – Proposed Addition – South Anna Agricultural and Forestal District

The Louisa County Community Development Department received an application to add eighteen parcels to the South Anna Agricultural and Forestal District. The parcels are identified as tax map parcels 55-1-D, 55-10, 55-11, 55-11-1, 55-11-3, 55-11-4, 55-23, 55-61, 55-62A, 55-63, 55-72, 55-73, 55-74, 55-82, 55-83, 55-100, 55-116, and 55-116A. Louisa County has contacted the current property adjoiners of parcels identified and advised them of the application.

The proposed addition is located within one mile of the existing southern portion of the South Anna Agricultural and Forestal District and is used firewood, timber, crops, pasture, horses, hay, forestry, and livestock production, thus supporting the intent of the agricultural and forestal districts.

The Agricultural, Forestal and Rural Preservation Committee met on August 6, 2026, to review the addition to the South Anna Agricultural and Forestal District and voted to forward a recommendation of approval to the Planning Commission and the Board of Supervisors for the addition of tax map parcels 55-1-D, 55-10, 55-11, 55-11-1, 55-11-3, 55-11-4, 55-23, 55-61, 55-62A, 55-63, 55-72, 55-73, 55-74, 55-82, 55-83, 55-100, 55-116, and 55-116A to the South Anna Agricultural and Forestal District.

The Planning Commission held a public hearing on August 13, 2026, and voted that the public necessity, convenience, general welfare, or good zoning practice compels it to make a recommendation of approval for the addition of tax map parcels 55-1-D, 55-10, 55-11, 55-11-1, 55-11-3, 55-11-4, 55-23, 55-61, 55-62A, 55-63, 55-72, 55-73, 55-74, 55-82, 55-83, 55-100, 55-116, and 55-116A to the South Anna Agricultural and Forestal District, to the Board of Supervisors.

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE
Charles & Katie Miller	55-1-D	8.83
Claudia B. Perkins	55-10	10
Margaret Perkins and Garyt King	55-11	57.77
Cecil W. Bickley	55-11-1	35.48
Cecil W. Bickley	55-11-3	37.50
Claudia B. Perkins	55-11-4	52.4
Charles Jason Miller Et Als	55-23	124
Anita Roberts	55-61	12.916
Tashjian, Margaret Lathrop Trse Of, The Margaret Lathrop Tashjian Trust	55-62A	0.725
Anita Roberts	55-63	1.5
Austin Miller	55-72	22.18
Charles A. Miller	55-73	88.75
Tashjian, Margaret Lathrop Trse Of, The Margaret Lathrop Tashjian Trust	55-74	73.75
Margaret Perkins and Garyt King	55-82	1.73
Cecil Bickley	55-83	9.0
Cecil Bickley	55-100	69.45

Charles & Katie Miller	55-116	32.4
Walter & Ashley Madison	55-116A	8

Chairman Adams opened the public hearing. With no one wishing to speak, Chairman Adams closed the public hearing and brought it back to the Board for discussion.

On the motion of Supervisor Barlow, seconded by Supervisor Barnes, which carried by a vote of 7-0, the Board voted to approve the request for the addition of tax map parcels 55-1-D, 55-10, 55-11, 55-11-1, 55-11-3, 55-11-4, 55-23, 55-61, 55-62A, 55-63, 55-72, 55-73, 55-74, 55-82, 55-83, 55-100, 55-116, and 55-116A to the South Anna Agricultural and Forestal District, with resulting amendments to 86-501 districts, attached.

ADJOURNMENT

On the motion Supervisor Barnes, seconded by Supervisor Williams, which carried by a vote of 7-0, the Board voted to adjourn the September 21, 2026, meeting at 6:56 p.m.

BY ORDER OF:
DUANE A. ADAMS, CHAIRMAN
BOARD OF SUPERVISORS
LOUISA COUNTY, VIRGINIA

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION TO APPROVE THE BILLS FOR THE SECOND HALF OF
SEPTEMBER 2026**

WHEREAS, the Louisa County Board of Supervisors, by a resolution adopted April 27, 2026, approved the budget for the County of Louisa for the Fiscal Year 2026-2027; and

WHEREAS, the Louisa County Board of Supervisors, by resolution, appropriated funds to be expended during the Fiscal Year 2026-2027 on May 4, 2026, in accordance with the approved budget; and

WHEREAS, the checks listed for the second half of September 2026 represent payments of invoices which are within the original appropriated amounts and/or supplemental appropriated amounts.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby approves the bills for the second half of September 2026 for the County of Louisa and are hereby approved for payment for the County of Louisa in the amount of \$1,667,057.89

A Copy, teste:

Christian R. Goodwin, Clerk

Board of Supervisors
Louisa County, Virginia

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
19998	CHERYL Y. TIMBERLAKE	0225R16	Charges for Services	0225R16 316041	Charges For Ambulance Services	0	2027	3	INV	\$ 50.00	C093026	212004	09/17/2026 CT	AMBULANCE REFUND	9/17/2026
19998	CHERYL Y. TIMBERLAKE	0225R16	Charges for Services	0225R16 316041	Charges For Ambulance Services	0	2027	3	INV	\$ 50.00	C093026	212003	09/17/26 CT	AMBULANCE REFUND	9/17/2026
618	EMS MANAGEMENT & CON	0225R16	Charges for Services	0225R16 316041	Charges For Ambulance Services	0	2027	3	CRM	\$ (1,150.44)	C093026	10995	CR-EMS-029277	CREDIT	8/31/2026
19998	HAROLD R. BERRY	0225R16	Charges for Services	0225R16 316041	Charges For Ambulance Services	0	2027	3	INV	\$ 335.00	C093026	212005	09/16/26 HB	AMBULANCE REFUND	9/16/2026
				0225R16 316041 Total						\$ (715.44)					
273	FITZGERALD BARNES	10011010	Board Of Supervisors	10011010 452311	Internet Service Fees	0	2027	3	INV	\$ 49.99	C093026	10998	FIREFLY 09/01/26	INTERNET SVC	9/1/2026
				10011010 452311 Total						\$ 49.99					
1006	SAUCE	10011010	Board Of Supervisors	10011010 455300	Food & Lodging	0	2027	3	INV	\$ 324.45		0	186507	SAUCE CATERING - BOS Dinner 8/3/26	8/31/2026
				10011010 455300 Total						\$ 324.45					
96	VACO	10011010	Board Of Supervisors	10011010 455400	Convention & Education	0	2027	3	INV	\$ 700.00		0	186672	VACO.ORG - Conference Tickets (Barnes,Goodwin,Jone	8/31/2026
96	VACO	10011010	Board Of Supervisors	10011010 455400	Convention & Education	0	2027	3	INV	\$ 175.00		0	186673	VACO.ORG - Conference Ticket (R. Jones Spouse)	8/31/2026
96	VACO	10011010	Board Of Supervisors	10011010 455400	Convention & Education	0	2027	3	INV	\$ 350.00		0	186674	VACO.ORG - Conference Ticket (Adams)	8/31/2026
				10011010 455400 Total						\$ 1,225.00					
19997	ONE TIME COUNTYPCARD	10011010	Board Of Supervisors	10011010 458003	Miscellaneous Expense	0	2027	3	INV	\$ (132.68)		0	186510	MICHAELS - Credit - broken frames	8/31/2026
				10011010 458003 Total						\$ (132.68)					
63	NACO	10011010	Board Of Supervisors	10011010 458100	Dues & Association Memberships	0	2027	3	INV	\$ 645.00	C093026	11023	202653631	MEMBER DUES	8/28/2026
				10011010 458100 Total						\$ 645.00					
926	CENTRAL VIRGINIAN	10012110	County Administrator	10012110 436000	Advertising	0	2027	3	INV	\$ 1,231.29		0	186549	COLUMN PUBLIC NOTICE - PH Notice BOS Meeting 9/8/2	8/31/2026
				10012110 436000 Total						\$ 1,231.29					
740	ALEXANDRA STANLEY	10012110	County Administrator	10012110 452320	Cell Phones	0	2027	3	INV	\$ 40.28	C093026	10977	VERIZON 08/27/26	CELL PHONE	8/27/2026
				10012110 452320 Total						\$ 40.28					
607	RICOH USA, INC.	10012110	County Administrator	10012110 454100	Equipment Lease/Rental	20270022	2027	3	INV	\$ 527.56	C093026	11028	42123191	COPIER-OCT 26	9/11/2026
				10012110 454100 Total						\$ 527.56					
19997	ONE TIME COUNTYPCARD	10012110	County Administrator	10012110 455010	Mileage	0	2027	3	INV	\$ 21.00		0	186473	LANIER PARKING - Parking for VLGMA Conference	8/31/2026
				10012110 455010 Total						\$ 21.00					
19997	ONE TIME COUNTYPCARD	10012110	County Administrator	10012110 455400	Convention & Education	0	2027	3	INV	\$ 99.00		0	186677	GOVT SOCIAL MEDIA LLC - Training on Communicating	8/31/2026
170	UNIVERSITY OF VIRGIN	10012110	County Administrator	10012110 455400	Convention & Education	0	2027	3	INV	\$ 6,000.00	C093026	212021	I-00075645	LEAD PROGRAM-C.COON	8/26/2026
96	VACO	10012110	County Administrator	10012110 455400	Convention & Education	0	2027	3	INV	\$ 350.00		0	186672	VACO.ORG - Conference Tickets (Barnes,Goodwin,Jone	8/31/2026
				10012110 455400 Total						\$ 6,449.00					
19997	ONE TIME COUNTYPCARD	10012110	County Administrator	10012110 458100	Dues & Association Memberships	0	2027	3	INV	\$ 99.00		0	186675	GOVT SOCIAL MEDIA LLC - Annual Membership Dues	8/31/2026
				10012110 458100 Total						\$ 99.00					
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 68.23		0	186385	AMAZON- Name Plates for Photo Contest Winners	8/31/2026
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 67.99		0	186503	AMAZON - Digital frame	8/31/2026
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 18.37		0	186504	AMAZON - Name Plates for Frames - Winners for artw	8/31/2026
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 16.54		0	186505	AMAZON - Notebook part 1 of 2	8/31/2026
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 19.83		0	186506	AMAZON - Notebook part 2 out of 2	8/31/2026
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 9.68		0	186509	AMAZON -Name Plates for frames -artwork bos part 2	8/31/2026
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 25.51		0	186589	AMAZON - Door Stoppers	8/31/2026
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 36.98		0	186590	AMAZON -Totes for Admin	8/31/2026
889	AMAZON MARKETPLACE	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 18.37		0	186671	AMAZON -Name Plates - Artwork in Boardroom	8/31/2026
19997	ONE TIME COUNTYPCARD	10012110	County Administrator	10012110 460010	Office Supplies	0	2027	3	INV	\$ 165.34		0	186588	MICHAELS - Frames for BOS Artwork	8/31/2026
				10012110 460010 Total						\$ 446.84					
19997	ONE TIME COUNTYPCARD	10012110	County Administrator	10012110 460120	Books & Subscriptions	0	2027	3	INV	\$ 30.00		0	186384	OTTER.AI - August Bill - Minutes	8/31/2026
19997	ONE TIME COUNTYPCARD	10012110	County Administrator	10012110 460120	Books & Subscriptions	0	2027	3	INV	\$ 20.00		0	186456	OPENAI CHATGPT - Subscription	8/31/2026
				10012110 460120 Total						\$ 50.00					
54	LOUISA FAMILY PRACTI	10012120	Human Resources	10012120 431102	Drug Testing Screening	0	2027	3	INV	\$ 75.00	C093026	211986	A.SHELTON 09/15/26	DRUG SCREEN, TB TEST	9/15/2026
54	LOUISA FAMILY PRACTI	10012120	Human Resources	10012120 431102	Drug Testing Screening	0	2027	3	INV	\$ 75.00	C093026	211986	N.SHELTON 09/15/26	DRUG SCREEN, TB TEST	9/15/2026
54	LOUISA FAMILY PRACTI	10012120	Human Resources	10012120 431102	Drug Testing Screening	0	2027	3	INV	\$ 75.00	C093026	211986	R.PERKINS 09/10/26	DRUG SCREEN	9/10/2026
				10012120 431102 Total						\$ 225.00					
145	DMV	10012120	Human Resources	10012120 431600	Contractual Services	0	2027	3	INV	\$ 65.00		0	186536	VA DMV - License/Background Checks (Talley)	8/31/2026
145	DMV	10012120	Human Resources	10012120 431600	Contractual Services	0	2027	3	INV	\$ 65.00		0	186537	VA DMV - License/Background Checks (Carmichael)	8/31/2026
657	SELECTION.COM	10012120	Human Resources	10012120 431600	Contractual Services	0	2027	3	INV	\$ 156.00	C093026	11031	699940	BACKGROUND CHECKS	9/16/2026
				10012120 431600 Total						\$ 286.00					
1000	DOMINO'S	10012120	Human Resources	10012120 458500	Employee Recognition	0	2027	3	INV	\$ 222.35		0	186597	DOMINO'S - Employee Recognition - DHS	8/31/2026
500	FOOD LION, LLC	10012120	Human Resources	10012120 458500	Employee Recognition	0	2027	3	INV	\$ 15.58		0	186711	FOOD LION - burger seasoning for staff appreciatio	8/31/2026
131	SAM'S CLUB	10012120	Human Resources	10012120 458500	Employee Recognition	0	2027	3	INV	\$ 70.97		0	186517	SAM'SCLUB - Employee Recognition cakes (reimbursed	8/31/2026
131	SAM'S CLUB	10012120	Human Resources	10012120 458500	Employee Recognition	0	2027	3	INV	\$ 435.69		0	186684	SAM'SCLUB- Employee Recognition food/supplies	8/31/2026
894	WALMART	10012120	Human Resources	10012120 458500	Employee Recognition	0	2027	3	INV	\$ 71.59		0	186596	WALMART - Employee Recognition supplies	8/31/2026
				10012120 458500 Total						\$ 816.18					
889	AMAZON MARKETPLACE	10012120	Human Resources	10012120 460010	Office Supplies	0	2027	3	INV	\$ 57.85		0	186683	AMAZON- Office Supplies	8/31/2026
889	AMAZON MARKETPLACE	10012120	Human Resources	10012120 460010	Office Supplies	0	2027	3	INV	\$ 48.31		0	186685	AMAZON - Office Supplies	8/31/2026
				10012120 460010 Total						\$ 106.16					
607	RICOH USA, INC.	10012210	County Attorney	10012210 431600	Contractual Services	20270135	2027	3	INV	\$ 135.73	C093026	11028	42122164	COPIER-OCT 26	9/11/2026
				10012210 431600 Total						\$ 135.73					
106	THOMSON REUTERS - WE	10012210	County Attorney	10012210 460120	Books & Subscriptions	0	2027	3	INV	\$ 362.86	C093026	11036	854049648	INFO CHARGES-AUG 26	9/1/2026
				10012210 460120 Total						\$ 362.86					
323	STAPLES ADVANTAGE	10012310	Commissioner Of Revenue	10012310 460010	Office Supplies	0	2027	3	INV	\$ 242.08	C093026	11033	6074519112	OFFICE SUPPLIES	9/18/2026
				10012310 460010 Total						\$ 242.08					
607	RICOH USA, INC.	10012320	Reassessment	10012320 454100	Equipment Lease/Rental	20270012	2027	3	INV	\$ 179.53	C093026	11028	42123043	COPIER-OCT 26	9/11/2026
				10012320 454100 Total						\$ 179.53					
178	V.A.A.O.	10012320	Reassessment	10012320 455400	Convention & Education	0	2027	3	INV	\$ 439.88		0	186583	VAAO.ORG - Conference Regsitration	8/31/2026
				10012320 455400 Total						\$ 439.88					
889	AMAZON MARKETPLACE	10012320	Reassessment	10012320 460010	Office Supplies	0	2027	3	INV	\$ 49.07		0	186666	AMAZON- Office Supplies	8/31/2026
19997	ONE TIME COUNTYPCARD	10012320	Reassessment	10012320 460010	Office Supplies	0	2027	3	INV	\$ (10.60)		0	186665	HOMEDEPOT.COM - Tax Credit	8/31/2026
				10012320 460010 Total						\$ 38.47					
492	TAXING AUTHORITY CON	10012410	Treasurer	10012410 431601	Judicial Sales Expenses	0	2027	3	INV	\$ 6,161.24	C093026	11034	INV11606	SERVICES	9/11/2026
				10012410 431601 Total						\$ 6,161.24					
1002	PAYFLOW/PAYPAL	10012410	Treasurer	10012410 431850	Charges for Bankcard Services	0	2027	3	INV	\$ 18.25		0	186357	PAYFLOW/PAYPAL - Credit Card Fees	8/31/2026
				10012410 431850 Total						\$ 18.25					
19997	ONE TIME COUNTYPCARD	10012410	Treasurer	10012410 455400	Convention & Education	0	2027	3	INV	\$ 90.00		0	186475	WP Treasurers Assoc of - TAV Fall Meeting	8/31/2026

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
19997	ONE TIME COUNTYPCARD	10012410	Treasurer	10012410 455400	Convention & Education	0	2027	3	INV	\$ 90.00		0	186518	WP Treasurers Assoc of - TAV Meeting Registration	8/31/2026
19997	ONE TIME COUNTYPCARD	10012410	Treasurer	10012410 455400	Convention & Education	0	2027	3	INV	\$ 90.00		0	186520	WP Treasurers Assoc of - TAV Meeting Registration	8/31/2026
19997	ONE TIME COUNTYPCARD	10012410	Treasurer	10012410 455400	Convention & Education	0	2027	3	INV	\$ 90.00		0	186562	WP Treasurers Assoc of - TAV Meeting Registration	8/31/2026
				10012410 455400 Total						\$ 360.00					
889	AMAZON MARKETPLACE	10012410	Treasurer	10012410 460010	Office Supplies	0	2027	3	INV	\$ 208.99		0	186561	AMAZON - Standing Desk Riser	8/31/2026
744	OFFICE DEPOT	10012410	Treasurer	10012410 460010	Office Supplies	0	2027	3	INV	\$ 99.63	C093026	211993	482686764001	OFFICE SUPPLIES	9/11/2026
				10012410 460010 Total						\$ 308.62					
407	WANDA COLVIN	10012430	Finance	10012430 452320	Cell Phones	0	2027	3	INV	\$ 40.28	C093026	11045	VERIZON 09/10/26	CELL PHONE	9/10/2026
				10012430 452320 Total						\$ 40.28					
607	RICOH USA, INC.	10012430	Finance	10012430 454100	Equipment Lease/Rental	20270011	2027	3	INV	\$ 156.98	C093026	11028	42122194	COPIER-OCT 26	9/11/2026
				10012430 454100 Total						\$ 156.98					
889	AMAZON MARKETPLACE	10012430	Finance	10012430 482003	Office Furniture	0	2027	3	INV	\$ 159.99		0	186637	AMAZON- Office chair for D.Brewer	8/31/2026
				10012430 482003 Total						\$ 159.99					
158	TREASURER OF VIRGINIA	10012510	Information Technology	10012510 452300	Telecommunications	0	2027	3	INV	\$ 33.00	C093026	212019	T611743	LONG DISTANCE	9/1/2026
				10012510 452300 Total						\$ 33.00					
621	COMCAST	10012510	Information Technology	10012510 452310	Data Circuit	0	2027	3	INV	\$ 224.89		0	186539	COMCAST - Internet Svc	8/31/2026
264	FIREFLY FIBER BROADB	10012510	Information Technology	10012510 452310	Data Circuit	0	2027	3	INV	\$ 356.98		0	186334	COMCAST - Internet Svc	8/31/2026
				10012510 452310 Total						\$ 581.87					
120	AT&T	10012510	Information Technology	10012510 452320	Cell Phones	0	2027	3	INV	\$ 130.24		0	186448	AT&T - Cell Phones	8/31/2026
621	COMCAST	10012510	Information Technology	10012510 452320	Cell Phones	0	2027	3	INV	\$ 29.38		0	186500	COMCAST - IT iPad	8/31/2026
				10012510 452320 Total						\$ 159.62					
19997	ONE TIME COUNTYPCARD	10012510	Information Technology	10012510 455400	Convention & Education	0	2027	3	INV	\$ 80.00		0	186502	E.REPUBLIC LLC - COVITS 2026 conference	8/31/2026
				10012510 455400 Total						\$ 80.00					
296	CIVIC PLUS	10012510	Information Technology	10012510 455660	Web Development	20270894	2027	3	INV	\$ 14,959.88	C093026	10991	388602	Civic Plus Website renewal	9/15/2026
				10012510 455660 Total						\$ 14,959.88					
889	AMAZON MARKETPLACE	10012510	Information Technology	10012510 460070	Technology Supplies	0	2027	3	INV	\$ 35.39		0	186501	AMAZON - Cables and velcro	8/31/2026
889	AMAZON MARKETPLACE	10012510	Information Technology	10012510 460070	Technology Supplies	0	2027	3	INV	\$ 112.84		0	186585	AMAZON - Computer RAM	8/31/2026
889	AMAZON MARKETPLACE	10012510	Information Technology	10012510 460070	Technoloej Supplies	0	2027	3	INV	\$ 53.34		0	186667	AMAZON- Laptop battery	8/31/2026
				10012510 460070 Total						\$ 201.57					
889	AMAZON MARKETPLACE	10012510	Information Technology	10012510 460110	Uniforms	0	2027	3	INV	\$ 49.99		0	186669	AMAZON- ID Badge holders	8/31/2026
				10012510 460110 Total						\$ 49.99					
19997	ONE TIME COUNTYPCARD	10012510	Information Technology	10012510 460143	Software Licenses	0	2027	3	INV	\$ 212.00		0	186584	JAMF SOFTWARE, LLC - JamfNow subscription	8/31/2026
19997	ONE TIME COUNTYPCARD	10012510	Information Technology	10012510 460143	Software Licenses	0	2027	3	INV	\$ 558.67		0	186586	ZOHO-MDMONDEMAND - ManageEngine Mobile Device Mana	8/31/2026
19997	ONE TIME COUNTYPCARD	10012510	Information Technology	10012510 460143	Software Licenses	0	2027	3	INV	\$ 16.49		0	186670	ZOHO-MDMONDEMAND - Additional ManageEngine Mobile	8/31/2026
				10012510 460143 Total						\$ 787.16					
889	AMAZON MARKETPLACE	10012510	Information Technology	10012510 481070	Computer Equipment & Services	0	2027	3	INV	\$ 178.10		0	186722	AMAZON - Network rack	8/31/2026
1319	SOUTHERN COMPUTER	10012510	Information Technology	10012510 481070	Computer Equipment & Services	0	2027	3	INV	\$ 1,020.36		0	186587	SOUTHERN COMPUTER WAREHOU - Fiber SFP modules for	8/31/2026
				10012510 481070 Total						\$ 1,198.46					
607	RICOH USA, INC.	10013200	Elections	10013200 431600	Contractual Services	20270009	2027	3	INV	\$ 201.65	C093026	11028	42122793	COPIER-SEPT 26	9/11/2026
				10013200 431600 Total						\$ 201.65					
272	ATLANTIC ELECTION SE	10013200	Elections	10013200 431605	Machine Programming	20270900	2027	3	INV	\$ 4,600.00	C093026	10979	1022	ICE Ballots and Machine Programming	9/21/2026
				10013200 431605 Total						\$ 4,600.00					
272	ATLANTIC ELECTION SE	10013200	Elections	10013200 433100	Repairs & Maintenance	0	2027	3	INV	\$ 131.44	C093026	10979	1016	ICE MACHINE REPAIR SHIPPING COST	9/21/2026
				10013200 433100 Total						\$ 131.44					
272	ATLANTIC ELECTION SE	10013200	Elections	10013200 435000	Printing & Binding	20270900	2027	3	INV	\$ 6,776.69	C093026	10979	1022	ICE Ballots and Machine Programming	9/21/2026
				10013200 435000 Total						\$ 6,776.69					
19997	ONE TIME COUNTYPCARD	10013200	Elections	10013200 455300	Food & Lodging	0	2027	3	INV	\$ 152.82		0	186332	ARBYS- Lunch for workers delivering equipment for	8/31/2026
19997	ONE TIME COUNTYPCARD	10013200	Elections	10013200 455300	Food & Lodging	0	2027	3	INV	\$ 113.10		0	186333	Popeyes- Lunch for workers picking up equipment fo	8/31/2026
				10013200 455300 Total						\$ 265.92					
1142	ELECTION CENTER	10013200	Elections	10013200 455400	Convention & Education	0	2027	3	INV	\$ 459.00		0	186444	ELECTION CENTER - CERA Class 9 (Couch)	8/31/2026
1142	ELECTION CENTER	10013200	Elections	10013200 455400	Convention & Education	0	2027	3	INV	\$ 459.00		0	186445	ELECTION CENTER - CERA Class 9 (Stone)	8/31/2026
				10013200 455400 Total						\$ 918.00					
1142	ELECTION CENTER	10013200	Elections	10013200 458100	Dues & Association Memberships	0	2027	3	INV	\$ 199.00		0	186331	ELECTION CENTER - Membership Due (Jenny Couch)	8/31/2026
327	VRAV	10013200	Elections	10013200 458100	Dues & Association Memberships	0	2027	3	INV	\$ 380.00	C093026	212031	542	MEMBER DUES 1/2027-12/2027	9/15/2026
				10013200 458100 Total						\$ 579.00					
889	AMAZON MARKETPLACE	10013200	Elections	10013200 460010	Office Supplies	0	2027	3	INV	\$ 25.70		0	186534	AMAZON - Colored copy paper	8/31/2026
889	AMAZON MARKETPLACE	10013200	Elections	10013200 460010	Office Supplies	0	2027	3	INV	\$ 251.86		0	186535	AMAZON - Office Supplies	8/31/2026
323	STAPLES ADVANTAGE	10013200	Elections	10013200 460010	Office Supplies	0	2027	3	INV	\$ 45.24	C093026	11033	6074519111	OFFICE SUPPLIES	9/18/2026
				10013200 460010 Total						\$ 322.80					
889	AMAZON MARKETPLACE	10013200	Elections	10013200 460012	Election Supplies	0	2027	3	INV	\$ 168.14		0	186533	AMAZON - "Vote Here" Feather Flags for precincts	8/31/2026
9	BENJ. FRANKLIN PRINT	10013200	Elections	10013200 460012	Election Supplies	0	2027	3	INV	\$ 170.00		0	186619	BENJ FRANKLIN PRINTIN - Ballot on Demand paper for	8/31/2026
848	LAKE ANNA SIGNS &	10013200	Elections	10013200 460012	Election Supplies	0	2027	3	INV	\$ 279.00	C093026	11010	6315	VOTING SIGNS	9/16/2026
				10013200 460012 Total						\$ 617.14					
607	RICOH USA, INC.	10021200	General District Court	10021200 454100	Equipment Lease/Rental	20270020	2027	3	INV	\$ 95.01	C093026	11028	42123401	COPIER-OCT 26	9/11/2026
				10021200 454100 Total						\$ 95.01					
441	VIRGINIA BUSINESS SY	10021600	Juvenile Domestic Court	10021600 435220	Copy Costs	20270007	2027	3	INV	\$ 14.52	C093026	11044	43070042	COPIER 09/26/26-10/25/26;COPIES 07/26/26-08/25/26	9/21/2026
				10021600 435220 Total						\$ 14.52					
441	VIRGINIA BUSINESS SY	10021600	Juvenile Domestic Court	10021600 454100	Equipment Lease/Rental	20270007	2027	3	INV	\$ 121.13	C093026	11044	43070042	COPIER 09/26/26-10/25/26;COPIES 07/26/26-08/25/26	9/21/2026
				10021600 454100 Total						\$ 121.13					
607	RICOH USA, INC.	10021700	Clerk	10021700 454200	Copier Lease/Rental Of Equip.	20270016	2027	3	INV	\$ 212.99	C093026	11028	42122600	COPIER-SEPT 26	9/11/2026
				10021700 454200 Total						\$ 212.99					
398	NOW APPLICATIONS, LL	10021700	Clerk	10021700 458430	Jury Management	0	2027	3	INV	\$ 5,199.30	C093026	211992	2026-082	2027 EZJURY QUESTIONNAIRE & POSTAGE	9/3/2026
				10021700 458430 Total						\$ 5,199.30					
607	RICOH USA, INC.	10022100	Commonwealth's Attorney	10022100 454100	Equipment Lease/Rental	20270008	2027	3	INV	\$ 203.00	C093026	11028	42122618	COPIER-SEPT 26	9/11/2026
				10022100 454100 Total						\$ 203.00					
323	STAPLES ADVANTAGE	10022100	Commonwealth's Attorney	10022100 460010	Office Supplies	0	2027	3	INV	\$ 75.86	C093026	11033	6073957404	OFFICE SUPPLIES	9/10/2026
323	STAPLES ADVANTAGE	10022100	Commonwealth's Attorney	10022100 460010	Office Supplies	0	2027	3	INV	\$ 174.59	C093026	11033	6074519110	OFFICE SUPPLIES	9/18/2026
323	STAPLES ADVANTAGE	10022100	Commonwealth's Attorney	10022100 460010	Office Supplies	0	2027	3	INV	\$ 15.29	C093026	11033	6074614448	OFFICE SUPPLIES	9/19/2026
				10022100 460010 Total						\$ 265.74					
889	AMAZON MARKETPLACE	10031030	Communications Center	10031030 460010	Office Supplies	0	2027	3	INV	\$ 37.02		0	186514	AMAZON - replacement ear loops for headsets	8/31/2026

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
744	OFFICE DEPOT	10031030	Communications Center	10031030 460010	Office Supplies	0	2027	3	INV	\$ 148.39			0 186548	OFFICEMAX/DEPOT - cartridge for printer in dispatc	8/31/2026
				10031030 460010 Total						\$ 185.41					
294	SHERIFF PETTY CASH	10031030	Communications Center	10031030 460110	Uniforms	0	2027	3	INV	\$ 298.00	C093026	212012	262468	S.GALLAGHER-SHIRTS W/ EMROIDERY/LOGO	9/18/2026
				10031030 460110 Total						\$ 298.00					
480	NAVARRES AUTO SERVIC	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 100.00	C093026	11024	58361	22 FORD-MAINT	9/10/2026
480	NAVARRES AUTO SERVIC	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 603.46	C093026	11024	58383	20 DODGE-DIAGNOSTIC, REPAIRS	9/14/2026
480	NAVARRES AUTO SERVIC	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 261.99	C093026	11024	58384	16 FORD-MAINT, REPAIRS	9/11/2026
480	NAVARRES AUTO SERVIC	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 90.00	C093026	11024	58462	20 FORD-MAINT	9/15/2026
480	NAVARRES AUTO SERVIC	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 369.96	C093026	11024	58531	21 FORD-MAINT, REPAIRS	9/18/2026
480	NAVARRES AUTO SERVIC	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 90.00	C093026	11024	58535	25 FORD-MAINT	9/18/2026
480	NAVARRES AUTO SERVIC	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 244.47	C093026	11024	58565	20 DODGE-DIAGNOSTIC, REPAIRS	9/21/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 16.00			0 186324	RICH SHINE CAR WASH - car wash-unit 140	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 16.00			0 186325	RICH SHINE CAR WASH - car wash-unit 173	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 23.99			0 186471	FLAGSTOP CAR WASH - car wash-unit 101	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 16.00			0 186487	RICH SHINE CAR WASH - car wash-unit 128	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 10.00			0 186499	DUOS SUDS CAR WASH - car wash-unit 107	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 13.99			0 186569	FLAGSTOP CAR WASH - car wash-unit 160	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 23.99			0 186636	FLAGSTOP CAR WASH - car wash unit 103	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 16.00			0 186651	RICH SHINE CAR WASH - car wash-unit 143	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 16.00			0 186693	RICH SHINE CAR WASH - car wash unit 118	8/31/2026
720	RICHMOND HARLEY DAVI	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 302.40	C093026	212009	95851	15 HD-MAINT/REPAIRS	8/25/2026
469	TIRES UNLIMITED, INC	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 831.29	C093026	212017	27607	22 FORD-REPAIRS	9/11/2026
128	UNIVERSITY TIRE	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 380.36	C093026	212022	1224943	TIRES	9/24/2026
128	UNIVERSITY TIRE	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 130.00	C093026	212022	1224946	TIRE	9/23/2026
128	UNIVERSITY TIRE	10031200	Sheriff-Policing & Investigat	10031200 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 260.00	C093026	212022	1224947	TIRES	9/23/2026
				10031200 433110 Total						\$ 3,815.90					
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 433120	Accident Repairs	0	2027	3	INV	\$ 29.95			0 186706	AMAZON - replacement side mirror for officer farnw	8/31/2026
				10031200 433120 Total						\$ 29.95					
607	RICOH USA, INC.	10031200	Sheriff-Policing & Investigat	10031200 433202	Maint. of Equipment & Leases	20270010	2027	3	INV	\$ 389.56	C093026	11028	42122969	COPIER-SEPT 26	9/11/2026
				10031200 433202 Total						\$ 389.56					
120	AT&T	10031200	Sheriff-Policing & Investigat	10031200 452300	Telecommunications	0	2027	3	INV	\$ 400.00	C093026	211958	0228339116	LOUISA CO 911	9/7/2026
120	AT&T	10031200	Sheriff-Policing & Investigat	10031200 452300	Telecommunications	0	2027	3	INV	\$ 190.88	C093026	211959	0326879113	LOUISA CO 911	9/7/2026
1029	BRIGHTSPEED	10031200	Sheriff-Policing & Investigat	10031200 452300	Telecommunications	0	2027	3	INV	\$ 36.00	C093026	211962	309327393 0926	EMERGENCY #	9/16/2026
876	VERIZON	10031200	Sheriff-Policing & Investigat	10031200 452300	Telecommunications	0	2027	3	INV	\$ 60.32	C093026	212024	5563713 090426	SHERIFF MTH SVC	9/4/2026
876	VERIZON	10031200	Sheriff-Policing & Investigat	10031200 452300	Telecommunications	0	2027	3	INV	\$ 184.44	C093026	212024	9671916 090726	SHERIFF FAX	9/7/2026
				10031200 452300 Total						\$ 871.64					
120	AT&T	10031200	Sheriff-Policing & Investigat	10031200 452320	Cell Phones	0	2027	3	INV	\$ 125.19			0 186448	AT&T - Cell Phones	8/31/2026
				10031200 452320 Total						\$ 125.19					
621	COMCAST	10031200	Sheriff-Policing & Investigat	10031200 452341	Satellite Services	0	2027	3	INV	\$ 28.00			0 186620	COMCAST - Satellite TV	8/31/2026
				10031200 452341 Total						\$ 28.00					
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455010	Mileage	0	2027	3	INV	\$ 105.00			0 186513	CAPITAL REGION AIRPORT - parking fee at airport	8/31/2026
				10031200 455010 Total						\$ 105.00					
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 8.89			0 186365	CHIPOTLE- meal during K9 training in Mechanicsvill	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 29.21			0 186369	MANADA HILL DINER - meal during trip to PA to retr	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 8.63			0 186371	CHIPOTLE- meal during K9 training in Mechanicsvill	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 7.10			0 186419	VALLEY PIKE FARM MARKET - meal during Basic LE tra	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 12.61			0 186420	VALLEY PIKE FARM MARKET - meal during Basic LE tra	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 15.71			0 186421	VALLEY PIKE FARM MARKET - meal during Basic LE tra	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 15.57			0 186422	MI RANCHO VI -meal during Basic LE training at CSC	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 6.30			0 186423	VALLEY PIKE FARM MARKET - meal during Basic LE tra	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 28.04			0 186424	TEXAS ROADHOUSE - meal during Basic LE training at	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 15.57			0 186522	MI RANCHO VI - meal during Basic LE training at CS	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 38.50			0 186523	TEXAS ROADHOUSE - meal during Basic LE training at	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 9.26			0 186566	CAVA - meal during K9 training in Glen Allen, VA	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 18.51			0 186601	VALLEY PIKE FARM MARKET - meal during Basic LE tra	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 12.23			0 186602	MI RANCHO VI - meal during Basic LE training at CS	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 37.36			0 186603	TEXAS ROADHOUSE - meal during Basic LE training at	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 24.43			0 186647	VALLEY PIKE FARM MARKET - meal while teaching defe	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 15.93			0 186648	VALLEY PIKE FARM MARKET - meal while teaching defe	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 18.57			0 186649	SAKE SUSHI - meal plus \$3 tip during Drug Enforcem	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 21.67			0 186650	SHEETZ - meal during Drug Enforcement for Modern O	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 31.34			0 186654	MISSION BBQ- meal during Advanced Death Investigat	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 32.49			0 186655	SUSHI KING - meal during Advanced Death Investigat	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 53.29			0 186656	OLIVE GARDEN - meal during Advanced Death Investigat	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 12.60			0 186657	JAROCHITOS - meal during Advanced Death Investigat	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 385.50			0 186658	HAMPTON EMBASSY SUITES -lodging during Advanced D	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 17.80			0 186689	MI RANCHO VI - meal during Basic LE training at CS	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 23.14			0 186690	VALLEY PIKE FARM MARKET - meal during Basic LE tra	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455300	Food & Lodging	0	2027	3	INV	\$ 28.39			0 186691	TEXAS ROADHOUSE- meal during Basic LE training at	8/31/2026
				10031200 455300 Total						\$ 918.64					
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455400	Convention & Education	0	2027	3	INV	\$ 549.45			0 186402	ZEFFY VA HOMICIDE - VHIA Annual Conference registr	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455400	Convention & Education	0	2027	3	INV	\$ (54.45)			0 186515	ZEFFY VA HOMICIDE - Credit for accidental donation	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 455400	Convention & Education	0	2027	3	INV	\$ 500.00			0 186516	GLOCK PROFESSIONAL INC - Low Light No Light traini	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 45											

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
419	COMPASS MD LLC	10031200	Sheriff-Policing & Investigat	10031200 455600	Training & Physicals	0	2027	3	INV	\$ 336.00	C093026	10992	725	PHYSICAL	9/11/2026
				10031200 455600 Total						\$ 336.00					
448	LAKE REGION REPAIR	10031200	Sheriff-Policing & Investigat	10031200 458740	Marine Unit Expenses	0	2027	3	INV	\$ 356.32	C093026	211979	10291	BATTERIES (2)	9/11/2026
448	LAKE REGION REPAIR	10031200	Sheriff-Policing & Investigat	10031200 458740	Marine Unit Expenses	0	2027	3	INV	\$ 437.52	C093026	211979	10438	BATTERIES (2)	9/23/2026
448	LAKE REGION REPAIR	10031200	Sheriff-Policing & Investigat	10031200 458740	Marine Unit Expenses	0	2027	3	CRM	\$ (356.32)	C093026	211979	CR-10354	CREDIT-BATTERIES	9/17/2026
				10031200 458740 Total						\$ 437.52					
435	ALBEMARLE VETERINARY	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 39.02	C093026	211956	991508327	PIP-DENTAL CHEWS	9/15/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 164.98		0	186631	RAY ALLEN MANUFACTURING - K9 bite sleeve	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 75.00		0	186708	PRIMO PADS - pad for K9 Pip's crate	8/31/2026
777	TRACTOR SUPPLY COMPA	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 113.95		0	186366	TRACTOR SUPPLY CO- medication for K9 Leon	8/31/2026
777	TRACTOR SUPPLY COMPA	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 173.97		0	186370	TRACTOR SUPPLY- dog food and Greenies for K9 Cakv	8/31/2026
777	TRACTOR SUPPLY COMPA	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 54.98		0	186482	TRACTOR SUPPLY CO - dog treats and deshedder tool	8/31/2026
777	TRACTOR SUPPLY COMPA	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 74.99		0	186579	TRACTOR SUPPLY CO - dog food for K9 Pip	8/31/2026
777	TRACTOR SUPPLY COMPA	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 15.08		0	186580	TRACTOR SUPPLY - dog food for K9 Pip	8/31/2026
777	TRACTOR SUPPLY COMPA	10031200	Sheriff-Policing & Investigat	10031200 458760	K-9 Drug Dog	0	2027	3	INV	\$ 89.99		0	186694	TRACTOR SUPPLY CO- dog food for K9 Atrax	8/31/2026
				10031200 458760 Total						\$ 801.96					
55	LOUISA COUNTY RESCUE	10031200	Sheriff-Policing & Investigat	10031200 458790	Community Policing Programs	0	2027	3	INV	\$ 110.00		0	186616	PAYPAL *LOUISARESUCU - CPR classes for CLEA partici	8/31/2026
294	SHERIFF PETTY CASH	10031200	Sheriff-Policing & Investigat	10031200 458790	Community Policing Programs	0	2027	3	INV	\$ 71.41	C093026	212012	262469	MOORE-FOOD/SUPPLIES FOR CLEA	9/18/2026
				10031200 458790 Total						\$ 181.41					
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 38.96		0	186355	AMAZON- tape for labelmaker	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 113.38		0	186356	AMAZON- file folders and tablet/cup holder	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ (37.04)		0	186415	AMAZON - Credit for returned item	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ (60.00)		0	186416	AMAZON - Credit for returned item	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 99.49		0	186417	AMAZON - tablet holder	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 118.38		0	186418	AMAZON - 256GB flash drives	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 119.99		0	186459	AMAZON - flash drives to download in-car camera fo	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 61.70		0	186550	AMAZON - latex gloves	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 48.38		0	186630	AMAZON- envelopes for records	8/31/2026
910	AMAZON.COM	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 399.90		0	186472	Amazon.com - certificate holders	8/31/2026
145	DMV	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 5.00		0	186551	VA DMV- registration fee for new vehicle	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 2.99		0	186707	APPLE.COM/BILL - monthly fee for iCloud storage	8/31/2026
323	STAPLES ADVANTAGE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 58.50	C093026	11033	6074445360	OFFICE SUPPLIES	9/17/2026
323	STAPLES ADVANTAGE	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 203.82	C093026	11033	6074519109	OFFICE SUPPLIES	9/18/2026
894	WALMART	10031200	Sheriff-Policing & Investigat	10031200 460010	Office Supplies	0	2027	3	INV	\$ 513.50		0	186347	WALMART.COM - 256GB flash drives	8/31/2026
				10031200 460010 Total						\$ 1,686.95					
543	MANSFIELD OIL COMPAN	10031200	Sheriff-Policing & Investigat	10031200 460080	Gasoline & Diesel	0	2027	3	INV	\$ 11,263.81	C093026	11017	1211308	GAS	9/17/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 460080	Gasoline & Diesel	0	2027	3	INV	\$ 71.81		0	186368	SHEETZ- fuel-gas card would not work	8/31/2026
				10031200 460080 Total						\$ 11,335.62					
48	AUTOZONE, INC.	10031200	Sheriff-Policing & Investigat	10031200 460090	Vehicle Supplies	0	2027	3	INV	\$ 166.31	C093026	211960	04678004026	BATTERY	9/18/2026
46	LOUISA AUTO PARTS, I	10031200	Sheriff-Policing & Investigat	10031200 460090	Vehicle Supplies	0	2027	3	INV	\$ 225.11	C093026	211982	680205	VEHICLE SUPPLIES	9/24/2026
294	SHERIFF PETTY CASH	10031200	Sheriff-Policing & Investigat	10031200 460090	Vehicle Supplies	0	2027	3	INV	\$ 89.85	C093026	212012	262470	KORANEK-VEHICLE SUPPLIES	9/22/2026
				10031200 460090 Total						\$ 481.27					
704	ATLANTIC TACTICAL, I	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	20261602	2027	3	CRM	\$ (25.00)	C093026	10981	CR-SCN75-000001895	Purchase new and replacement body armor	9/15/2026
704	ATLANTIC TACTICAL, I	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	20261602	2027	3	INV	\$ 2,055.00	C093026	10981	INV75-000035655	Purchase new and replacement body armor	7/30/2026
576	GALLS, LLC	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	0	2027	3	INV	\$ 215.31	C093026	11000	036213325	BOOTS	9/8/2026
576	GALLS, LLC	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	0	2027	3	INV	\$ 291.05	C093026	11000	036233653	PANTS, HEMMING	9/10/2026
520	HOWARD UNIFORM COMPA	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	0	2027	3	INV	\$ 150.55	C093026	211972	317587	SHIRT	6/9/2026
520	HOWARD UNIFORM COMPA	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	0	2027	3	INV	\$ 150.55	C093026	211972	317871	SHIRT	6/9/2026
520	HOWARD UNIFORM COMPA	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	0	2027	3	INV	\$ 70.28	C093026	211972	318100-01	SHIRT	6/9/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	0	2027	3	INV	\$ 91.30		0	186470	SHIRTSPLACE.COM - shirts for Sheriff Lowe and Poinde	8/31/2026
324	SHIRLEY A. HARRIS	10031200	Sheriff-Policing & Investigat	10031200 460110	Uniforms	0	2027	3	INV	\$ 20.00	C093026	212013	349578	UNIFORM ALTERATIONS	9/17/2026
				10031200 460110 Total						\$ 3,019.04					
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460114	Investigative Supplies	0	2027	3	INV	\$ 58.99		0	186458	AMAZON - evidence labels	8/31/2026
889	AMAZON MARKETPLACE	10031200	Sheriff-Policing & Investigat	10031200 460114	Investigative Supplies	0	2027	3	INV	\$ 23.42		0	186727	AMAZON - tubes for evidence collection	8/31/2026
1007	BARN OWL	10031200	Sheriff-Policing & Investigat	10031200 460114	Investigative Supplies	0	2027	3	INV	\$ 42.00		0	186455	BARN OWL TECH - remote camera connection monthly f	8/31/2026
585	LEXISNEXIS RISK SOLU	10031200	Sheriff-Policing & Investigat	10031200 460114	Investigative Supplies	0	2027	3	INV	\$ 928.28		0	186710	LEXISNEXIS RISK SOL - background checks (07/26)	8/31/2026
1244	T-MOBILE	10031200	Sheriff-Policing & Investigat	10031200 460114	Investigative Supplies	0	2027	3	INV	\$ 115.00	C093026	212016	12609020099	SEARCH WARRANT CELL PHONE RECORDS	9/2/2026
				10031200 460114 Total						\$ 1,167.69					
1003	ADOBE	10031200	Sheriff-Policing & Investigat	10031200 460120	Books & Subscriptions	0	2027	3	INV	\$ 19.99		0	186635	ADOBE INC. - Adobe Acrobat Pro DC program monthly	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 460120	Books & Subscriptions	0	2027	3	INV	\$ 119.88		0	186728	DROPBOX - yearly fee for Dropbox Plus	8/31/2026
				10031200 460120 Total						\$ 139.87					
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 460143	Software Licenses	0	2027	3	INV	\$ 7.00		0	186323	GOOGLE WORKSPACE LOUI - monthly fee for Google Wo	8/31/2026
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 460143	Software Licenses	0	2027	3	INV	\$ 99.99		0	186560	BEST BUY RENEW - renewal fee for Microsoft 365 Per	8/31/2026
				10031200 460143 Total						\$ 106.99					
19997	ONE TIME COUNTYPCARD	10031200	Sheriff-Policing & Investigat	10031200 480040	SRT Equipment	0	2027	3	INV	\$ 1,191.20		0	186346	WESTERN SAFETY PRODUCTS - chemical warfare gas mas	8/31/2026
				10031200 480040 Total						\$ 1,191.20					
120	AT&T	10031400	E-911 Maintenance	10031400 438410	Contracted Svcs - NG911	0	2027	3	INV	\$ 6,353.82	C093026	211957	8152170218	ESINET	9/16/2026
1029	BRIGHTSPEED	10031400	E-911 Maintenance	10031400 438410	Contracted Svcs - NG911	0	2027	3	INV	\$ 239.00	C093026	211962	309866125 0926	LOUISA CO 911	9/16/2026
				10031400 438410 Total						\$ 6,592.82					
416	DOMINION ENERGY VIRG	10031400	E-911 Maintenance	10031400 451110	Electrical Services - Towers	0	2027	3	INV	\$ 319.15	C093026	211967	2096926718 0926	PORTER TOWN RD TOWER	9/16/2026
416	DOMINION ENERGY VIRG	10031400	E-911 Maintenance	10031400 451110	Electrical Services - Towers	0	2027	3	INV	\$ 529.58	C093026	211967	3483994244 0926	MCDONALD ST RADIO TOWER	9/17/2026
				10031400 451110 Total						\$ 848.73					
749	CROWN CASTLE	10031400	E-911 Maintenance	10031400 454210	Tower Lease	20270003	2027	3	INV	\$ 553.44	C093026	10994	60386901	Lake Anna Tower Rent	9/30/2026
				10031400 454210 Total						\$ 553.44					
700	IMAGE TREND, INC.	10032200	Volunteer Fire & Rescue Assist	10032200 431600	Contractual Services	20270856	2027	3	INV	\$ 9,724.05	C093026	11004	PS-INV126166	Image Trend annual Continuum	7/20/2026
				10032200 431600 Total						\$ 9,724.05					
1000	DOMINO'S	10032200	Volunteer Fire & Rescue Assist	10032200 455300	Food & Lodging	0	2027	3	INV	\$ 205.13		0	186717	DOMINO'S -food for Fire 1 burn	8/31/2026
500	FOOD LION, LLC	1													

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
				10032200 455420 Total						\$ 4,000.00					
19997	ONE TIME COUNTYPCARD	10032200	Volunteer Fire & Rescue Assist	10032200 455430	General Training	0	2027	3	INV	\$ 479.95		0	186699	SIMSUSHARE.COM - training software	8/31/2026
19997	ONE TIME COUNTYPCARD	10032200	Volunteer Fire & Rescue Assist	10032200 455430	General Training	0	2027	3	INV	\$ 356.00		0	186701	AEC - ALS BLS cards	8/31/2026
19997	ONE TIME COUNTYPCARD	10032200	Volunteer Fire & Rescue Assist	10032200 455430	General Training	0	2027	3	INV	\$ 178.00		0	186703	AEC - PALS cards	8/31/2026
				10032200 455430 Total						\$ 1,013.95					
19997	ONE TIME COUNTYPCARD	10032200	Volunteer Fire & Rescue Assist	10032200 455620	Training Books And Materials	0	2027	3	INV	\$ 1,780.00		0	186527	AEC - ALS/BLS cards	8/31/2026
				10032200 455620 Total						\$ 1,780.00					
612	ROBERT'S OXYGEN	10032200	Volunteer Fire & Rescue Assist	10032200 460017	Compress Gases	20270044	2027	3	INV	\$ 38.50	C093026	11030	627762	ZCVFD-Oxygen/Cylinder Rental	9/10/2026
612	ROBERT'S OXYGEN	10032200	Volunteer Fire & Rescue Assist	10032200 460017	Compress Gases	20270044	2027	3	INV	\$ 43.00	C093026	11030	640066	NBFRS-Oxygen/Cylinder Rental	9/16/2026
				10032200 460017 Total						\$ 81.50					
612	ROBERT'S OXYGEN	10032200	Volunteer Fire & Rescue Assist	10032200 460017 FS1	Compress Gases	20270044	2027	3	INV	\$ 53.71	C093026	11030	627661	LVFD-Oxygen/Cylinder Rental	9/10/2026
				10032200 460017 FS1 Total						\$ 53.71					
612	ROBERT'S OXYGEN	10032200	Volunteer Fire & Rescue Assist	10032200 460017 FS6	Compress Gases	20270044	2027	3	INV	\$ 29.50	C093026	11030	627359	TVFD-Oxygen/Cylinder Rental	9/10/2026
				10032200 460017 FS6 Total						\$ 29.50					
889	AMAZON MARKETPLACE	10032200	Volunteer Fire & Rescue Assist	10032200 460056	Fire Training Center Supplies	0	2027	3	INV	\$ 19.36		0	186610	AMAZON -Training Center instructor board	8/31/2026
				10032200 460056 Total						\$ 19.36					
884	MES	10032200	Volunteer Fire & Rescue Assist	10032200 460110	Uniforms	0	2027	3	INV	\$ 403.56	C093026	11018	IN2585617	PANTS, SHIRTS	9/11/2026
884	MES	10032200	Volunteer Fire & Rescue Assist	10032200 460110	Uniforms	0	2027	3	INV	\$ 4,600.00	C093026	11018	IN2587827	COAT & PANTS	9/15/2026
884	MES	10032200	Volunteer Fire & Rescue Assist	10032200 460110	Uniforms	0	2027	3	INV	\$ 162.69	C093026	11018	IN2588740	SHIRTS	9/16/2026
884	MES	10032200	Volunteer Fire & Rescue Assist	10032200 460110	Uniforms	0	2027	3	INV	\$ 434.00	C093026	11018	IN2589618	COAT, SHIRTS	9/16/2026
19997	ONE TIME COUNTYPCARD	10032200	Volunteer Fire & Rescue Assist	10032200 460110	Uniforms	0	2027	3	INV	\$ 782.70	0	186432		SHIRTSPACE.COM - Uniform orders	8/31/2026
489	WITMER PUBLIC SAFETY	10032200	Volunteer Fire & Rescue Assist	10032200 460110	Uniforms	0	2027	3	INV	\$ 302.00	C093026	11046	INV964582	PANTS	9/22/2026
				10032200 460110 Total						\$ 6,684.95					
1434	HOLLOW RIDGE LAND	10032201	Louisa Volunteer Fire	10032201 431620	Landscaping Services	0	2027	3	INV	\$ 225.00	C093026	211971	1272	CUT GRASS	9/15/2026
				10032201 431620 Total						\$ 225.00					
416	DOMINION ENERGY VIRG	10032201	Louisa Volunteer Fire	10032201 451100	Electrical Service	0	2027	3	INV	\$ 650.96	C093026	211967	7229781153 0926	LVFD ELECTRIC	9/18/2026
416	DOMINION ENERGY VIRG	10032201	Louisa Volunteer Fire	10032201 451100	Electrical Service	0	2027	3	INV	\$ 958.07	C093026	211967	9723902509 0926	LVFD ELECTRIC	9/21/2026
				10032201 451100 Total						\$ 1,609.03					
621	COMCAST	10032201	Louisa Volunteer Fire	10032201 452300	Telecommunications	0	2027	3	INV	\$ 102.07		0	186358	COMCAST - LVFD Phones & Internet Svc	8/31/2026
				10032201 452300 Total						\$ 102.07					
621	COMCAST	10032201	Louisa Volunteer Fire	10032201 452311	Internet Service Fees	0	2027	3	INV	\$ 166.66		0	186358	COMCAST - LVFD Phones & Internet Svc	8/31/2026
				10032201 452311 Total						\$ 166.66					
46	LOUISA AUTO PARTS, I	10032201	Louisa Volunteer Fire	10032201 458003	Miscellaneous Expense	0	2027	3	INV	\$ 109.90	C093026	211983	679764	ABSORBENT	9/21/2026
				10032201 458003 Total						\$ 109.90					
543	MANSFIELD OIL COMPAN	10032201	Louisa Volunteer Fire	10032201 460080	Gasoline & Diesel	0	2027	3	INV	\$ 1,024.66	C093026	11017	1211308	GAS	9/17/2026
				10032201 460080 Total						\$ 1,024.66					
889	AMAZON MARKETPLACE	10032201	Louisa Volunteer Fire	10032201 460090	Vehicle Supplies	0	2027	3	INV	\$ 79.00	0	186430		AMAZON - Safetv Cones purchased for Engine 1	8/31/2026
46	LOUISA AUTO PARTS, I	10032201	Louisa Volunteer Fire	10032201 460090	Vehicle Supplies	0	2027	3	INV	\$ 37.98	C093026	211983	679853	VEHICLE SUPPLIES	9/22/2026
1311	NORTHWEST ACE HARDWA	10032201	Louisa Volunteer Fire	10032201 460090	Vehicle Supplies	0	2027	3	INV	\$ 19.78	C093026	211991	110503	VEHICLE SUPPLIES	9/11/2026
				10032201 460090 Total						\$ 136.76					
489	WITMER PUBLIC SAFETY	10032201	Louisa Volunteer Fire	10032201 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 102.12	C093026	11046	INV958248	HYDRANT TOOL BAG	9/10/2026
				10032201 482010 Total						\$ 102.12					
60	MINERAL VOLUNTEER FI	10032202	Mineral Volunteer Fire	10032202 431620	Landscaping Services	0	2027	3	INV	\$ 345.00	C093026	11020	MINDFUL MAINT-3072	CUT GRASS	8/4/2026
				10032202 431620 Total						\$ 345.00					
60	MINERAL VOLUNTEER FI	10032202	Mineral Volunteer Fire	10032202 451100	Electrical Service	0	2027	3	INV	\$ 832.44	C093026	11020	DOMINION 07/22/26	ELECTRIC	7/22/2026
				10032202 451100 Total						\$ 832.44					
60	MINERAL VOLUNTEER FI	10032202	Mineral Volunteer Fire	10032202 452300	Telecommunications	0	2027	3	INV	\$ 187.00	C093026	11020	VERIZON 07/22/26	PHONES	7/22/2026
				10032202 452300 Total						\$ 187.00					
60	MINERAL VOLUNTEER FI	10032202	Mineral Volunteer Fire	10032202 452310	Internet Service Fees	0	2027	3	INV	\$ 275.69	C093026	11020	COMCAST 07/19/26	INTERNET SVC	7/19/2026
				10032202 452310 Total						\$ 275.69					
60	MINERAL VOLUNTEER FI	10032202	Mineral Volunteer Fire	10032202 460051	Building Supplies	0	2027	3	INV	\$ 9.25	C093026	11020	MAIN ST-V86FV	BUILDING SUPPLIES	7/8/2026
				10032202 460051 Total						\$ 9.25					
543	MANSFIELD OIL COMPAN	10032202	Mineral Volunteer Fire	10032202 460080	Gasoline & Diesel	0	2027	3	INV	\$ 197.07	C093026	11017	1211308	GAS	9/17/2026
				10032202 460080 Total						\$ 197.07					
60	MINERAL VOLUNTEER FI	10032202	Mineral Volunteer Fire	10032202 460092	Powered Equip Supplies	0	2027	3	INV	\$ 361.52	C093026	11020	BESLEY-51256	WOODCUTTER OIL, CHAINSAW CHAINS	7/27/2026
				10032202 460092 Total						\$ 361.52					
60	MINERAL VOLUNTEER FI	10032202	Mineral Volunteer Fire	10032202 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 719.75	C093026	11020	CUSTOM HOSE-207559	HOSE & EQUIP	8/3/2026
60	MINERAL VOLUNTEER FI	10032202	Mineral Volunteer Fire	10032202 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 490.00	C093026	11020	MES-IN2558032	DIRTY SLING W/ CHAIN GRAB HOOK	7/30/2026
				10032202 482010 Total						\$ 1,209.75					
638	JOE'S REPAIR SERVICE	10032203	Bumpass Volunteer Fire	10032203 433110	Repairs & Maint. of Vehicles	20270858	2027	3	INV	\$ 8,565.67	C093026	11007	6917	Wagon 3 repairs	9/10/2026
776	RICE TIRE	10032203	Bumpass Volunteer Fire	10032203 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 4,731.74	C093026	11027	16209703	93 PIERCE-INSPECTION, REPLACE TIRES	9/15/2026
				10032203 433110 Total						\$ 13,297.41					
72	RAPPAHANNOCK ELECTRI	10032203	Bumpass Volunteer Fire	10032203 451100	Electrical Service	0	2027	3	INV	\$ 286.41	C093026	212007	107612001 0926	BVFD ELECTRIC	9/18/2026
72	RAPPAHANNOCK ELECTRI	10032203	Bumpass Volunteer Fire	10032203 451100	Electrical Service	0	2027	3	INV	\$ 305.66	C093026	212007	107612002 0926	BVFD ELECTRIC	9/18/2026
72	RAPPAHANNOCK ELECTRI	10032203	Bumpass Volunteer Fire	10032203 451100	Electrical Service	0	2027	3	INV	\$ 13.74	C093026	212007	107612003 0926	BVFD ELECTRIC	9/18/2026
				10032203 451100 Total						\$ 605.81					
175	VERIZON WIRELESS	10032203	Bumpass Volunteer Fire	10032203 452310	Internet Service Fees	0	2027	3	INV	\$ 126.19	0	186446		VERIZON WIRELESS - BVFD Data Lines & Station Phone	8/31/2026
				10032203 452310 Total						\$ 126.19					
46	LOUISA AUTO PARTS, I	10032203	Bumpass Volunteer Fire	10032203 458003	Miscellaneous Expense	0	2027	3	INV	\$ 35.97	C093026	211984	679095	ABSORBENT	9/15/2026
				10032203 458003 Total						\$ 35.97					
638	JOE'S REPAIR SERVICE	10032204	Holly Grove Volunteer Fire	10032204 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 3,381.49	C093026	11007	6919	TANKER 4-PM MAINT	9/18/2026
638	JOE'S REPAIR SERVICE	10032204	Holly Grove Volunteer Fire	10032204 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 194.25	C093026	11007	6920	BRUSH 4-REPLACE HOSE	9/18/2026
				10032204 433110 Total						\$ 3,575.74					
36	HOLLY GROVE VOLUNTEE	10032204	Holly Grove Volunteer Fire	10032204 452300	Telecommunications	0	2027	3	INV	\$ 64.94	C093026	11003	FIREFLY 09/01/26	PHONES & INTERNET SVC	9/1/2026
				10032204 452300 Total						\$ 64.94					
36	HOLLY GROVE VOLUNTEE	10032204	Holly Grove Volunteer Fire	10032204 452310	Internet Service Fees	0	2027	3	INV	\$ 224.99	C093026	11003	FIREFLY 09/01/26	PHONES & INTERNET SVC	9/1/2026
				10032204 452310 Total						\$ 224.99					
36	HOLLY GROVE VOLUNTEE	10032204	Holly Grove Volunteer Fire	10032204 452341	Satellite Services	0	2027	3	INV	\$ 8.99	C093026	11003	NETFLIX 09/12/26	STREAMING SVC	9/12/2026
36	HOLLY GROVE VOLUNTEE	10032204	Holly Grove Volunteer Fire	10032204 452341	Satellite Services	0	2027	3	INV	\$ 8.99	C093026	11003	PARAMOUNT 09/12/26	STREAMING SVC	9/12/2026
				10032204 452341 Total						\$ 17.98					

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
889	AMAZON MARKETPLACE	10032204	Holly Grove Volunteer Fire	10032204 460090	Vehicle Supplies	0	2027	3	INV	\$ 34.09		0	186702	AMAZON- Parts for Engine 4	8/31/2026
				10032204 460090 Total						\$ 34.09					
36	HOLLY GROVE VOLUNTEE	10032204	Holly Grove Volunteer Fire	10032204 460092	Powered Equip Supplies	0	2027	3	INV	\$ 238.72	C093026	11003	AMAZON 09/12/26	SMALL ENGINE FUEL	9/12/2026
36	HOLLY GROVE VOLUNTEE	10032204	Holly Grove Volunteer Fire	10032204 460092	Powered Equip Supplies	0	2027	3	INV	\$ 35.75	C093026	11003	AMAZON 09/15/26	CARBURETOR FOR ATTACK 4 PUMP	9/15/2026
				10032204 460092 Total						\$ 274.47					
36	HOLLY GROVE VOLUNTEE	10032204	Holly Grove Volunteer Fire	10032204 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 248.00	C093026	11003	AMAZON 09/12/2026	RESUSCITATORS	9/12/2026
36	HOLLY GROVE VOLUNTEE	10032204	Holly Grove Volunteer Fire	10032204 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 1,749.00	C093026	11003	AMAZON 09/17/26	AED DEFIBRILLATOR	9/17/2026
				10032204 482010 Total						\$ 1,997.00					
598	ATLANTIC EMERGENCY S	10032205	Locust Creek Volunteer Fire	10032205 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 3,702.76	C093026	10980	17777ALB	07 KME PUMPER-REPAIRS	9/21/2026
				10032205 433110 Total						\$ 3,702.76					
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 433140	Building Repair & Maintenance	0	2027	3	INV	\$ 260.32	C093026	11012	HILL ELECTRICAL-8693	REPLACE LIGHT BULBS IN OFFICE	7/29/2026
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 433140	Building Repair & Maintenance	0	2027	3	INV	\$ 500.00	C093026	11012	PRECISION-1016	REPLACE URINAL	8/7/2026
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 433140	Building Repair & Maintenance	0	2027	3	INV	\$ 450.00	C093026	11012	PRECISION-112911	REPAIR BATHROOM DRAINAGE ISSUE	8/26/2026
				10032205 433140 Total						\$ 1,210.32					
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 452300	Telecommunications	0	2027	3	INV	\$ 132.97	C093026	11012	VERIZON 07/22/26	PHONES	7/22/2026
				10032205 452300 Total						\$ 132.97					
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 452310	Internet Service Fees	0	2027	3	INV	\$ 134.99	C093026	11012	FIREFLY 07/01/26	INTERNET SVC	7/1/2026
				10032205 452310 Total						\$ 134.99					
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 460051	Building Supplies	0	2027	3	INV	\$ 42.98	C093026	11012	AMAZON 08/03/26	WIRELESS DOORBELL	8/3/2026
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 460051	Building Supplies	0	2027	3	INV	\$ 64.95	C093026	11012	MOONT FEED-43396	WATER SOFTENER SALT	7/14/2026
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 460051	Building Supplies	0	2027	3	INV	\$ 29.17	C093026	11012	NAH 08/03/26	BUILDING SUPPLIES	8/3/2026
				10032205 460051 Total						\$ 137.10					
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 460054	Landscaping Supplies	0	2027	3	INV	\$ 35.48	C093026	11012	AMAZON 08/05/26	WEED TRIMMER HEAD	8/5/2026
				10032205 460054 Total						\$ 35.48					
543	MANSFIELD OIL COMPAN	10032205	Locust Creek Volunteer Fire	10032205 460080	Gasoline & Diesel	0	2027	3	INV	\$ 95.59	C093026	11017	1211308	GAS	9/17/2026
				10032205 460080 Total						\$ 95.59					
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 460090	Vehicle Supplies	0	2027	3	INV	\$ 100.00	C093026	11012	ELITE FIRE 07/31/26	KUUSMAUL STYLE SHORELINE PLUGS	7/31/2026
				10032205 460090 Total						\$ 100.00					
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 460110	Uniforms	0	2027	3	INV	\$ 413.00	C093026	11012	ELITE FIRE 08/10/26	BOOTS	8/10/2026
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 460110	Uniforms	0	2027	3	INV	\$ 1,076.00	C093026	11012	GET HOSED 08/05/26	JACKETS W/ EMBROIDERY	8/5/2026
				10032205 460110 Total						\$ 1,489.00					
44	LOCUST CREEK VOLUNTE	10032205	Locust Creek Volunteer Fire	10032205 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 600.00	C093026	11012	PRECISION-1015	INSTALL AIR COMPRESSOR REEL	8/7/2026
				10032205 482010 Total						\$ 600.00					
709	RIDDLEBERGER BROTHER	10032206	Trevilians Volunteer Fire	10032206 433140	Building Repair & Maintenance	0	2027	3	INV	\$ 1,648.93	C093026	11029	173734	REPAIR ISSUE WITH UNITS	9/11/2026
				10032206 433140 Total						\$ 1,648.93					
877	VERIZON	10032206	Trevilians Volunteer Fire	10032206 452300	Telecommunications	0	2027	3	INV	\$ 186.43	C093026	212028	9670868 090726	TVFD PHONES	9/7/2026
				10032206 452300 Total						\$ 186.43					
264	FIREFLY FIBER BROADB	10032206	Trevilians Volunteer Fire	10032206 452310	Internet Service Fees	0	2027	3	INV	\$ 81.99		0	186334	FIREFLY - Phones/Internet Svc	8/31/2026
				10032206 452310 Total						\$ 81.99					
563	ABC EXTINGUISHERS, L	10032211	Louisa Volunteer Rescue	10032211 431600	Contractual Services	0	2027	3	INV	\$ 226.13	C093026	10976	20261229	ANNUAL EXTINGUISHER MAINT	9/9/2026
				10032211 431600 Total						\$ 226.13					
752	CHILES ENTERPRISES,	10032211	Louisa Volunteer Rescue	10032211 431620	Landscaping Services	0	2027	3	INV	\$ 210.00	C093026	10989	15727	CUT GRASS	7/30/2026
				10032211 431620 Total						\$ 210.00					
802	HAYMAKER AUTO REPAIR	10032211	Louisa Volunteer Rescue	10032211 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 1,407.13	C093026	11002	130146	TRAILER REPAIRS	9/23/2026
802	HAYMAKER AUTO REPAIR	10032211	Louisa Volunteer Rescue	10032211 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 261.81	C093026	11002	130530	20 FORD-INSPECTION, MAINT	9/23/2026
802	HAYMAKER AUTO REPAIR	10032211	Louisa Volunteer Rescue	10032211 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 20.00	C093026	11002	130763	18 FORD-INSPECTION	9/23/2026
				10032211 433110 Total						\$ 1,688.94					
876	VERIZON	10032211	Louisa Volunteer Rescue	10032211 452300	Telecommunications	0	2027	3	INV	\$ 320.82	C093026	212027	9671800 090726	LCRS PHONES	9/7/2026
630	WINDSTREAM	10032211	Louisa Volunteer Rescue	10032211 452300	Telecommunications	0	2027	3	INV	\$ 0.09	C093026	212032	011088787 0826	LONG DISTANCE	8/12/2026
630	WINDSTREAM	10032211	Louisa Volunteer Rescue	10032211 452300	Telecommunications	0	2027	3	INV	\$ 7.18	C093026	212032	011088787 0926	LONG DISTANCE	9/14/2026
				10032211 452300 Total						\$ 328.09					
543	MANSFIELD OIL COMPAN	10032211	Louisa Volunteer Rescue	10032211 460080	Gasoline & Diesel	0	2027	3	INV	\$ 865.40	C093026	11017	1211308	GAS	9/17/2026
				10032211 460080 Total						\$ 865.40					
46	LOUISA AUTO PARTS, I	10032211	Louisa Volunteer Rescue	10032211 460090	Vehicle Supplies	0	2027	3	INV	\$ 289.00	C093026	211985	679116	DEF	9/15/2026
				10032211 460090 Total						\$ 289.00					
55	LOUISA COUNTY RESCUE	10032211	Louisa Volunteer Rescue	10032211 460143	Software Licenses	0	2027	3	INV	\$ 120.00	C093026	11013	AIRSLATE 09/14/26	1 YR SUBSCRIPTION 9/14/26-9/14/27	9/14/2026
				10032211 460143 Total						\$ 120.00					
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 431602	Cleaning Services	0	2027	3	INV	\$ 450.00	C093026	11009	E&C CLEANING-018	CLEAN BUILDING	8/22/2026
				10032213 431602 Total						\$ 450.00					
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 431611	Refuse Center Collect & Haulin	0	2027	3	INV	\$ 45.00	C093026	11009	CVR-3837	TRASH REMOVAL	9/1/2026
				10032213 431611 Total						\$ 45.00					
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 431620	Landscaping Services	0	2027	3	INV	\$ 150.00	C093026	11009	M.HARLOW-664	CUT GRASS	9/1/2026
				10032213 431620 Total						\$ 150.00					
72	RAPPAHANNOCK ELECTRI	10032213	Lake Anna Volunteer Rescue	10032213 451100	Electrical Service	0	2027	3	INV	\$ 946.39	C093026	212007	299664001 0926	LARS ELECTRIC	9/18/2026
				10032213 451100 Total						\$ 946.39					
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 452341	Satellite Services	0	2027	3	INV	\$ 171.12	C093026	11009	DISH 07/24/26	SATELLITE TV	7/24/2026
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 452341	Satellite Services	0	2027	3	INV	\$ 171.12	C093026	11009	DISH 08/24/26	SATELLITE TV	8/24/2026
				10032213 452341 Total						\$ 342.24					
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 458100	Dues & Association Memberships	0	2027	3	INV	\$ 60.00	C093026	11009	LCC-5595	LOUISA CO CHAMBER DUES	7/1/2026
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 458100	Dues & Association Memberships	0	2027	3	INV	\$ 25.00	C093026	11009	SCC 07/01/26	STATE CORP COM REGISTRATION FEE	7/1/2026
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 458100	Dues & Association Memberships	0	2027	3	INV	\$ 80.00	C093026	11009	USPS 09/07/26	PO BOX RENTAL-1 YR	9/7/2026
				10032213 458100 Total						\$ 165.00					
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 458403	Recruitment & Retention	0	2027	3	INV	\$ 118.52	C093026	11009	COSTCO 07/03/2026	FOOD FOR RECEPTION OF NEW OFFICERS	7/3/2026
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 458403	Recruitment & Retention	0	2027	3	INV	\$ 400.87	C093026	11009	COSTCO 07/03/26	FOOD FOR RECEPTION OF NEW OFFICERS	7/3/2026
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 458403	Recruitment & Retention	0	2027	3	INV	\$ 60.93	C093026	11009	FOOD LION 07/14/26	FOOD FOR RECEPTION OF NEW OFFICERS	7/14/2026
				10032213 458403 Total						\$ 580.32					
285	LAKE ANNA RESCUE SQU	10032213	Lake Anna Volunteer Rescue	10032213 460051	Building Supplies	0	2027	3	INV	\$ 8.94	C093026	11009	LOWE'S 07/22/26	BUILDING SUPPLIES	7/22/2026
				10032213 460051 Total						\$ 8.94					
543	MANSFIELD OIL COMPAN	10032213	Lake Anna Volunteer Rescue	10032213 460080	Gasoline & Diesel	0	2027	3	INV	\$ 305.89	C093026	11017	1211308	GAS	9/17/2026
				10032213 460080 Total						\$ 305.89					

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
671	DIESEL POWER OF VIRG	10032214	Holly Grove Volunteer Rescue	10032214 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 1,354.58	C093026	211965	90974	10 CHEVY-REPAIR COOLANT LEAK	8/28/2026
671	DIESEL POWER OF VIRG	10032214	Holly Grove Volunteer Rescue	10032214 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 537.39	C093026	211965	91021	07 FORD-INSPECTION, MAINT	8/25/2026
				10032214 433110 Total						\$ 1,891.97					
679	1ST CHOICE ELECTRICA	10032214	Holly Grove Volunteer Rescue	10032214 433210	Other Equipment Repair/Maint	0	2027	3	INV	\$ 250.00	C093026	10975	26-3784	TROUBLE SHOOT ISSUE W/ FRONT DOOR STICKING	9/10/2026
				10032214 433210 Total						\$ 250.00					
175	VERIZON WIRELESS	10032214	Holly Grove Volunteer Rescue	10032214 452320	Cell Phones	0	2027	3	INV	\$ 40.01		0	186336	VERIZON WIRELESS - HGVR5 Cell Phones	8/31/2026
				10032214 452320 Total						\$ 40.01					
264	FIREFLY FIBER BROADB	10032300	Fire & EMS	10032300 452300	Telecommunications	0	2027	3	INV	\$ 64.60		0	186335	FIREFLY - ZCVFD Phones & Internet Svc	8/31/2026
				10032300 452300 Total						\$ 64.60					
264	FIREFLY FIBER BROADB	10032300	Fire & EMS	10032300 452310	Internet Service Fees	0	2027	3	INV	\$ 79.99		0	186335	FIREFLY - ZCVFD Phones & Internet Svc	8/31/2026
				10032300 452310 Total						\$ 79.99					
889	AMAZON MARKETPLACE	10032300	Fire & EMS	10032300 460090	Vehicle Supplies	0	2027	3	INV	\$ 273.82		0	186434	AMAZON - Vehicle supplies	8/31/2026
889	AMAZON MARKETPLACE	10032300	Fire & EMS	10032300 460090	Vehicle Supplies	0	2027	3	INV	\$ 88.79		0	186700	AMAZON-new EMS 107 vehicle supplies	8/31/2026
				10032300 460090 Total						\$ 362.61					
46	LOUISA AUTO PARTS, I	10032300	Fire & EMS	10032300 460100	Other Operating Supplies	0	2027	3	INV	\$ 72.93	C093026	211980	680094	SUPPLIES	9/23/2026
				10032300 460100 Total						\$ 72.93					
889	AMAZON MARKETPLACE	10032300	Fire & EMS	10032300 460100 F57	F57 Other Operating Supplies	0	2027	3	INV	\$ 61.69		0	186437	AMAZON -Supplies for Co7	8/31/2026
889	AMAZON MARKETPLACE	10032300	Fire & EMS	10032300 460100 F57	F57 Other Operating Supplies	0	2027	3	INV	\$ 134.09		0	186525	AMAZON - Co7 supplies	8/31/2026
889	AMAZON MARKETPLACE	10032300	Fire & EMS	10032300 460100 F57	F57 Other Operating Supplies	0	2027	3	INV	\$ 175.74		0	186526	AMAZON -Co 7 supplies	8/31/2026
				10032300 460100 F57 Total						\$ 371.52					
175	VERIZON WIRELESS	10032300	Fire & EMS	10032300 480050	Medical Equipment	0	2027	3	INV	\$ 5.02	C093026	212029	6153115291	LIFEPAK MODEMS	9/10/2026
				10032300 480050 Total						\$ 5.02					
19997	ONE TIME COUNTYPCARD	10032300	Fire & EMS	10032300 482000	Equipment Addition	0	2027	3	INV	\$ 1,370.66		0	186581	MOBILE COMMUNICATIONS - Headset for Fire EMS (enr)	8/31/2026
				10032300 482000 Total						\$ 1,370.66					
607	RICOH USA, INC.	10032400	Office Of Emergency Services	10032400 431600	Contractual Services	20270006	2027	3	INV	\$ 140.45	C093026	11028	42122453	COPIER-OCT 26	9/11/2026
607	RICOH USA, INC.	10032400	Office Of Emergency Services	10032400 431600	Contractual Services	20270005	2027	3	INV	\$ 147.24	C093026	11028	42122529	COPIER-OCT 26	9/11/2026
				10032400 431600 Total						\$ 287.69					
120	AT&T	10032400	Office Of Emergency Services	10032400 452320	Cell Phones	0	2027	3	INV	\$ 1,625.13		0	186447	AT&T - Cell Phones	8/31/2026
				10032400 452320 Total						\$ 1,625.13					
19997	ONE TIME COUNTYPCARD	10032400	Office Of Emergency Services	10032400 455010	Mileage	0	2027	3	INV	\$ 758.40		0	186433	DELTA AIR -Airline tickets for IAFC conference	8/31/2026
				10032400 455010 Total						\$ 758.40					
19997	ONE TIME COUNTYPCARD	10032400	Office Of Emergency Services	10032400 455530	Food & Lodging	0	2027	3	INV	\$ 713.25		0	186431	EXPEDIA - IAFC Lodging	8/31/2026
19997	ONE TIME COUNTYPCARD	10032400	Office Of Emergency Services	10032400 455530	Food & Lodging	0	2027	3	INV	\$ 565.56		0	186435	NATIONAL EMERGENCY TRAIN - Meal ticket for -Podbie	8/31/2026
				10032400 455530 Total						\$ 1,278.81					
19997	ONE TIME COUNTYPCARD	10032400	Office Of Emergency Services	10032400 455540	Convention & Education	0	2027	3	INV	\$ 115.00		0	186652	VA FIRE CHIEFS -Admin Conference registration	8/31/2026
				10032400 455540 Total						\$ 115.00					
906	VISTAPRINT.COM	10032400	Office Of Emergency Services	10032400 460010	Office Supplies	0	2027	3	INV	\$ 49.97		0	186508	VISTAPRINT - Business cards FireEMS and CDD	8/31/2026
				10032400 460010 Total						\$ 49.97					
889	AMAZON MARKETPLACE	10032400	Office Of Emergency Services	10032400 460040	Other Operating Supplies	0	2027	3	INV	\$ 40.95		0	186608	AMAZON - Phone Case and screen protectors for Carp	8/31/2026
				10032400 460040 Total						\$ 40.95					
19997	ONE TIME COUNTYPCARD	10032400	Office Of Emergency Services	10032400 460120	Books & Subscriptions	0	2027	3	INV	\$ 29.99		0	186436	CANVA - subscription	8/31/2026
19997	ONE TIME COUNTYPCARD	10032400	Office Of Emergency Services	10032400 460120	Books & Subscriptions	0	2027	3	INV	\$ 58.00		0	186698	SCRIBE - subscription	8/31/2026
				10032400 460120 Total						\$ 87.99					
889	AMAZON MARKETPLACE	10032400	Office Of Emergency Services	10032400 482000	Equipment Addition	0	2027	3	INV	\$ 49.95		0	186611	AMAZON - Steering wheel table for Ch102	8/31/2026
588	ATLANTIC EMERGENCY S	10032400	Office Of Emergency Services	10032400 482000	Equipment Addition	0	2027	3	INV	\$ 1,581.36	C093026	10980	47573EQU	BALL VALVES	9/24/2026
				10032400 482000 Total						\$ 1,631.31					
480	NAVARRES AUTO SERVIC	10035090	Transportation Department	10035090 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 424.42	C093026	11024	58387	12 FORD-DIAGNOSTIC, REPAIRS	9/17/2026
480	NAVARRES AUTO SERVIC	10035090	Transportation Department	10035090 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 20.00	C093026	11024	58474	27 TRAILER-INSPECTION	9/15/2026
480	NAVARRES AUTO SERVIC	10035090	Transportation Department	10035090 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 124.00	C093026	11024	58481	25 JEEP-MAINT	9/16/2026
				10035090 433110 Total						\$ 568.42					
1271	A & N DIESEL REPAIR	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	0	2027	3	INV	\$ 4,364.88	C093026	211955	1828	19 FORD-REPAIRS	8/25/2026
1271	A & N DIESEL REPAIR	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	0	2027	3	INV	\$ 379.76	C093026	211955	1835	23 FORD-REPAIRS	8/27/2026
1271	A & N DIESEL REPAIR	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	0	2027	3	INV	\$ 1,548.33	C093026	211955	1847 08/31/26	19 FORD-REPAIRS	8/31/2026
1271	A & N DIESEL REPAIR	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	0	2027	3	INV	\$ 894.97	C093026	211955	1850 09/01/26	24 FORD-MAINT	9/1/2026
598	ATLANTIC EMERGENCY S	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	20270861	2027	3	INV	\$ 5,185.47	C093026	10980	17611ALB	Repairs to squad 7	9/9/2026
598	ATLANTIC EMERGENCY S	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	20270899	2027	3	INV	\$ 5,178.85	C093026	10980	17754ALB	08 SMEAL ENGINE-REPAIRS	9/4/2026
1329	BLUE RIDGE TRAILER	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	0	2027	3	INV	\$ 248.75		0	186529	BLUE RIDGE TRAILER SALES -trailer repair	8/31/2026
480	NAVARRES AUTO SERVIC	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	0	2027	3	INV	\$ 90.00	C093026	11024	58353	12 FORD-MAINT	9/16/2026
19997	ONE TIME COUNTYPCARD	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	0	2027	3	INV	\$ 30.50		0	186609	FAS MART - weigh vehicle	8/31/2026
1481	VILLAGE MOTORSPORTS	10035090	Transportation Department	10035090 433111	EMS Vehicle Rep & Maint	0	2027	3	INV	\$ 600.00	C093026	11042	45236	REPAIR DAMAGED PROPS	8/30/2026
				10035090 433111 Total						\$ 18,521.51					
543	MANSFIELD OIL COMPAN	10035090	Transportation Department	10035090 460080	Gasoline & Diesel	0	2027	3	INV	\$ 5,521.52	C093026	11017	1211308	GAS	9/17/2026
				10035090 460080 Total						\$ 5,521.52					
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 149.47		0	186340	AMAZON- light bar & strobe lights	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 19.98		0	186343	AMAZON- car power door lock actuator	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 14.98		0	186345	AMAZON- male connector	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 66.86		0	186353	AMAZON- rain guards and phone holder for vehicle	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 37.99		0	186359	AMAZON- safety glasses and window visor	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 103.96		0	186478	AMAZON - Plastic storage bins for fleet	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 18.99		0	186546	AMAZON - Protection plan for radio	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 156.13		0	186547	AMAZON - radio for C powell truck	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 409.24		0	186626	AMAZON- hydraulic pump replacement	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 199.95		0	186643	AMAZON - window vent visors	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 287.49		0	186713	AMAZON - spare tire for new trailer	8/31/2026
889	AMAZON MARKETPLACE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 242.00		0	186714	AMAZON - electric pump motor for scissor lift	8/31/2026
903	EVERGRO COOPERATIVE	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 42.90	C093026	10996	2591963	PROPANE FUEL FOR FORKLIFT	9/16/2026
410	JAMES RIVER EQUIPMEN	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 420.54	C093026	11005	P51524	VEHICLE SUPPLIES	9/24/2026
46	LOUISA AUTO PARTS, I	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 46.99	C093026	211981	679777	VEHICLE SUPPLIES	9/21/2026
46	LOUISA AUTO PARTS, I	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 71.96	C093026	211980	680117	VEHICLE SUPPLIES	9/23/2026
19997	ONE TIME COUNTYPCARD	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 572.88		0	186351	AMERICAN TRUCK SERVICES - shelving for service bod	8/31/2026

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
777	TRACTOR SUPPLY COMPA	10035090	Transportation Department	10035090 460090	Vehicle Supplies	0	2027	3	INV	\$ 117.98			0 186425	TRACTOR SUPPLY CO - ball & mount for truck	8/31/2026
				10035090 460090 Total						\$ 2,980.29					
543	MANSFIELD OIL COMPAN	10035090	Transportation Department	10035090 460302	Gasoline/Diesel-EMS Vehicle	0	2027	3	INV	\$ 10,026.08	C093026	11017	1211308	GAS	9/17/2026
				10035090 460302 Total						\$ 10,026.08					
543	MANSFIELD OIL COMPAN	10035100	Animal Control	10035100 460080	Gasoline & Diesel	0	2027	3	INV	\$ 262.17	C093026	11017	1211308	GAS	9/17/2026
				10035100 460080 Total						\$ 262.17					
19997	ONE TIME COUNTYPCARD	10035110	Louisa Animal Shelter	10035110 431600	Contractual Services	0	2027	3	INV	\$ 31.59			0 186443	BOUNCEABLES.COM - bouncehouse rental deposit	8/31/2026
19997	ONE TIME COUNTYPCARD	10035110	Louisa Animal Shelter	10035110 431600	Contractual Services	0	2027	3	INV	\$ 268.41			0 186618	BOUNCEABLES.COM - bouncehouse rental for animal sh	8/31/2026
				10035110 431600 Total						\$ 300.00					
985	CROSSROADS ANIMAL HO	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 420.97	C093026	10993	715458	VET SVC	9/4/2026
985	CROSSROADS ANIMAL HO	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 599.16	C093026	10993	715886	VET SVC	9/15/2026
985	CROSSROADS ANIMAL HO	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 563.32	C093026	10993	715888	VET SVC	9/15/2026
985	CROSSROADS ANIMAL HO	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 261.17	C093026	10993	716137	VET SVC	9/18/2026
985	CROSSROADS ANIMAL HO	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 2,520.64	C093026	10993	716316	VET SVC	9/22/2026
1186	KINCHLOE SOUTH AT	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 445.00			0 186725	Virginia Kinchloe S/N CI - vet services	8/31/2026
1433	VIRGINIA VETERINARY	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 299.62	C093026	212030	177469	VET SVC	7/8/2026
1433	VIRGINIA VETERINARY	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 204.87	C093026	212030	179967	VET SVC	7/24/2026
1433	VIRGINIA VETERINARY	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 242.99	C093026	212030	184890	VET SVC	8/28/2026
1433	VIRGINIA VETERINARY	10035110	Louisa Animal Shelter	10035110 431720	Veterinary Services	0	2027	3	INV	\$ 680.67	C093026	212030	188355	VET SVC	9/23/2026
				10035110 431720 Total						\$ 6,238.41					
1008	COUNTRY BOYS BBQ	10035110	Louisa Animal Shelter	10035110 455300	Food & Lodging	0	2027	3	INV	\$ 27.36			0 186407	COUNTRY BOYS BBQ - lunch for event staff	8/31/2026
1008	COUNTRY BOYS BBQ	10035110	Louisa Animal Shelter	10035110 455300	Food & Lodging	0	2027	3	INV	\$ 52.09			0 186408	COUNTRY BOYS BBQ - lunch for event staff	8/31/2026
				10035110 455300 Total						\$ 79.45					
889	AMAZON MARKETPLACE	10035110	Louisa Animal Shelter	10035110 460010	Office Supplies	0	2027	3	INV	\$ 192.37			0 186383	AMAZON- Printer/copier/ toner	8/31/2026
910	AMAZON.COM	10035110	Louisa Animal Shelter	10035110 460010	Office Supplies	0	2027	3	INV	\$ 31.11			0 186598	Amazon.com - staff training books	8/31/2026
323	STAPLES ADVANTAGE	10035110	Louisa Animal Shelter	10035110 460010	Office Supplies	0	2027	3	INV	\$ 134.88	C093026	11033	6074028132	OFFICE & JANITORIAL SUPPLIES	9/11/2026
				10035110 460010 Total						\$ 358.36					
985	CROSSROADS ANIMAL HO	10035110	Louisa Animal Shelter	10035110 460015	Medical Supplies	0	2027	3	INV	\$ 21.64	C093026	10993	715994	ANIMAL MEDS	9/16/2026
903	EVERGRO COOPERATIVE	10035110	Louisa Animal Shelter	10035110 460015	Medical Supplies	0	2027	3	INV	\$ 205.99	C093026	10996	2591934	DEWORMER	9/16/2026
909	REVIVAL ANIMAL HEALT	10035110	Louisa Animal Shelter	10035110 460015	Medical Supplies	0	2027	3	INV	\$ 522.95			0 186582	REVIVAL ANIMAL HEALTH LLC - animal vaccines	8/31/2026
				10035110 460015 Total						\$ 750.58					
19997	ONE TIME COUNTYPCARD	10035110	Louisa Animal Shelter	10035110 460210	Care Of Stray Animals	0	2027	3	INV	\$ 132.63			0 186519	CHEWY.COM - kitten food	8/31/2026
777	TRACTOR SUPPLY COMPA	10035110	Louisa Animal Shelter	10035110 460210	Care Of Stray Animals	0	2027	3	INV	\$ 41.99			0 186617	TRACTOR SUPPLY CO - dog food for foster	8/31/2026
				10035110 460210 Total						\$ 174.62					
315	BFPE INTERNATIONAL	10043100	General Services Department	10043100 431600	Contractual Services	0	2027	3	INV	\$ 3,690.00	C093026	211961	3434118	MONTHLY FIRE EXTINGUISHER INSPECTIONS	8/31/2026
317	DOLI/BOILER SAFETY	10043100	General Services Department	10043100 431600	Contractual Services	0	2027	3	INV	\$ 40.00	C093026	211966	954193772	BOILER INSPECTION	9/15/2026
1303	EVERON, LLC	10043100	General Services Department	10043100 431600	Contractual Services	0	2027	3	INV	\$ 110.51	C093026	211970	161696414	TVFD MONITORING 10/19/26-11/18/26	9/20/2026
860	FOSTER FUELS INC.	10043100	General Services Department	10043100 431600	Contractual Services	0	2027	3	INV	\$ 543.95	C093026	10999	2580229	315 JOUETT SCHOOL RD-PICK UP TANKS	7/14/2026
860	FOSTER FUELS INC.	10043100	General Services Department	10043100 431600	Contractual Services	0	2027	3	INV	\$ 253.95	C093026	10999	2580243	2706 GAMMON TOWN RD-PICK UP TANK	7/14/2026
607	RICOH USA, INC.	10043100	General Services Department	10043100 431600	Contractual Services	20270032	2027	3	INV	\$ 100.70	C093026	11028	42121994	COPIER-SEPT 26	9/11/2026
607	RICOH USA, INC.	10043100	General Services Department	10043100 431600	Contractual Services	0	2027	3	INV	\$ 65.17	C093026	11028	42122696	COPIER-OCT 26	9/11/2026
607	RICOH USA, INC.	10043100	General Services Department	10043100 431600	Contractual Services	0	2027	3	INV	\$ 11.85	C093026	11028	5073774067	B&W/COLOR COPIES-AUG 26	9/1/2026
577	SOUTHERN AIR, INC.	10043100	General Services Department	10043100 431600	Contractual Services	0	2027	3	INV	\$ 249.50	C093026	11032	C236611	WATER TREATMENT SVC 8/1/26-10/31/26	8/26/2026
				10043100 431600 Total						\$ 5,065.63					
679	1ST CHOICE ELECTRIC	10043100	General Services Department	10043100 433100	Repairs & Maintenance	0	2027	3	INV	\$ 180.00	C093026	10975	26-3793	REPAIR SPEAKER SYSTEM ISSUE	9/22/2026
679	1ST CHOICE ELECTRIC	10043100	General Services Department	10043100 433100	Repairs & Maintenance	0	2027	3	INV	\$ 180.00	C093026	10975	26-3797	REPAIR ISSUE W/ PARKING LOT LIGHTS	9/22/2026
434	HURRICANE FENCE CO.	10043100	General Services Department	10043100 433100	Repairs & Maintenance	0	2027	3	INV	\$ 460.00	C093026	211974	628176	REPAIR SALLYPORT GATE ISSUE	7/23/2026
709	RIDDLEBERGER BROTHER	10043100	General Services Department	10043100 433100	Repairs & Maintenance	0	2027	3	INV	\$ 715.50	C093026	11029	173694	REPAIR A/C ISSUE	9/10/2026
709	RIDDLEBERGER BROTHER	10043100	General Services Department	10043100 433100	Repairs & Maintenance	0	2027	3	INV	\$ 636.00	C093026	11029	173777	REPAIR COOLING ISSUE IN DOG HOLDING AREA	9/15/2026
709	RIDDLEBERGER BROTHER	10043100	General Services Department	10043100 433100	Repairs & Maintenance	0	2027	3	INV	\$ 159.00	C093026	11029	173778	REPLACE BOILER PUMP	9/15/2026
709	RIDDLEBERGER BROTHER	10043100	General Services Department	10043100 433100	Repairs & Maintenance	0	2027	3	INV	\$ 530.00	C093026	11029	173789	REPAIR FREEZER ISSUE	9/16/2026
				10043100 433100 Total						\$ 2,860.50					
385	LOUISA COUNTY WATER	10043100	General Services Department	10043100 433120	Accident/Insurance Repairs	0	2027	3	INV	\$ 761.34	C093026	11014	09/16/26	WELL HOUSE FENCE REPAIRS	9/16/2026
				10043100 433120 Total						\$ 761.34					
1018	GENSERV	10043100	General Services Department	10043100 433130	Repair & Maint.-Generators	0	2027	3	INV	\$ 507.50	C093026	11001	6667	GENERATOR MAINT	9/15/2026
				10043100 433130 Total						\$ 507.50					
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 238.35	C093026	211967	0208043240 0926	GEN SVC	9/21/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 169.02	C093026	211967	0435727508 0926	REFUSE #1	9/16/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 94.43	C093026	211967	1592748071 0926	BACK PARKING LOT	9/17/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 149.36	C093026	211967	1603782051 0926	LCPRTR TRAILER	9/21/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 65.74	C093026	211967	1943790004 0926	OLD JAIL MUSEUM	9/17/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 3,639.31	C093026	211967	2062870627 0926	COURTHOUSE	9/18/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 789.19	C093026	211967	210024674504 0926	103 MCDONALD ST	9/21/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 422.90	C093026	211967	2130712041 0926	GS MAINT SHOP	9/17/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 90.87	C093026	211967	2193730005 0926	REFUSE #5	9/17/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 278.84	C093026	211967	2709948380 0926	103 WEST ST	9/18/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 106.54	C093026	211967	3985729841 0926	105 MCDONALD ST	9/17/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 6,636.83	C093026	211967	4516075001 0926	ADMIN BLDG	9/18/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 1,577.64	C093026	211967	5918234492 0926	101 WOOLFOLK AVE	9/18/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 217.17	C093026	211967	6562583242 0926	200 E MAIN ST	9/17/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 526.03	C093026	211967	6633760001 0926	103 WOOLFOLK AVE	9/18/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 3,273.47	C093026	211967	7539978499 0926	LIBRARY	9/21/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 76.82	C093026	211967	8008646815 0926	GEN SVC	9/17/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 56.62	C093026	211967	8098496337 0926	PARKS MAINT SHOP	9/17/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 4,563.14	C093026	211967	8316863631 0926	IGC	9/21/2026
416	DOMINION ENERGY VIRG	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 130.26	C093026	211967	8643960001 0926	REFUSE #4	9/17/2026
416															

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
72	RAPPAHANNOCK ELECTRI	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 119.24	C093026	212007	289798004 0926	REFUSE #6	9/22/2026
72	RAPPAHANNOCK ELECTRI	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 16.50	C093026	212007	289798012 0926	FIRE TRAINING CLASSROOM	9/11/2026
72	RAPPAHANNOCK ELECTRI	10043100	General Services Department	10043100 451100	Electrical Service	0	2027	3	INV	\$ 741.30	C093026	212007	412245001 0926	NBFRS	9/22/2026
				10043100 451100 Total						\$ 28,900.77					
517	DUKE OIL COMPANY, IN	10043100	General Services Department	10043100 451200	Heating Service	0	2027	3	INV	\$ 499.51	C093026	211968	509296	DIESEL FUEL-200 E MAIN ST	9/15/2026
860	FOSTER FUELS INC.	10043100	General Services Department	10043100 451200	Heating Service	0	2027	3	INV	\$ 931.07	C093026	10999	2627244	PROPANE-GDC	9/4/2026
860	FOSTER FUELS INC.	10043100	General Services Department	10043100 451200	Heating Service	0	2027	3	INV	\$ 811.02	C093026	10999	2627449	PROPANE-CIRCUIT COURT	9/4/2026
860	FOSTER FUELS INC.	10043100	General Services Department	10043100 451200	Heating Service	0	2027	3	INV	\$ 905.59	C093026	10999	2627450	PROPANE-ADMIN BLDG	9/4/2026
				10043100 451200 Total						\$ 3,147.19					
385	LOUISA COUNTY WATER	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 110.04	C093026	11014	000031 09/21/26	WTR/SWR-GEN SVC	9/21/2026
385	LOUISA COUNTY WATER	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 110.04	C093026	11014	000087 09/21/26	WTR/SWR-LIBRARY	9/21/2026
385	LOUISA COUNTY WATER	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 422.16	C093026	11014	000106 09/21/26	WTR/SWR-IGC	9/21/2026
385	LOUISA COUNTY WATER	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 110.04	C093026	11014	001027 09/21/26	WTR/SWR-LCPRIT TRAILER	9/21/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 101.87	C093026	11039	2135 09/03/26	WTR/SWR-200 E MAIN ST	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 101.87	C093026	11039	2877 09/03/26	WTR/SWR-105 WOOLFOLK AVE	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 165.35	C093026	11039	394 09/03/26	WTR/SWR-ADMIN BLDG	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 101.87	C093026	11039	435 09/03/26	WTR/SWR-103 WEST ST	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 101.87	C093026	11039	437 09/03/26	WTR/SWR-105 WOOLFOLK AVE	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 122.98	C093026	11039	438 09/03/26	WTR/SWR-CIRCUIT COURT	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 101.87	C093026	11039	439 09/03/26	WTR/SWR-103 MCDONALD ST	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 101.87	C093026	11039	442 09/03/26	WTR/SWR-OGG BLDG	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 240.58	C093026	11039	458 09/03/26	WTR/SWR-101 WOOLFOLK AVE	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 106.05	C093026	11039	488 09/03/26	WTR/SWR-GDC	9/3/2026
88	TOWN OF LOUISA	10043100	General Services Department	10043100 451300	Water & Sewer Service	0	2027	3	INV	\$ 101.87	C093026	11039	911 09/03/26	WTR/SWR-105 MCDONALD ST	9/3/2026
				10043100 451300 Total						\$ 2,100.33					
264	FIREFLY FIBER BROADB	10043100	General Services Department	10043100 452300	Telecommunications	0	2027	3	INV	\$ 358.63		0	186334	FIREFLY - Phones/Internet Svc	8/31/2026
876	VERIZON	10043100	General Services Department	10043100 452300	Telecommunications	0	2027	3	INV	\$ 184.44	C093026	212024	8949398 090726	LIBRARY	9/7/2026
876	VERIZON	10043100	General Services Department	10043100 452300	Telecommunications	0	2027	3	INV	\$ 276.66	C093026	212024	9673270 090726	ELEVATOR	9/7/2026
				10043100 452300 Total						\$ 819.73					
120	AT&T	10043100	General Services Department	10043100 452320	Cell Phones	0	2027	3	INV	\$ 1,468.83		0	186448	AT&T - Cell Phones	8/31/2026
				10043100 452320 Total						\$ 1,468.83					
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 191.47		0	186326	AMAZON- toilet bowl cleaner, dishwasher pods & glo	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 59.99		0	186328	AMAZON - warranty for carpet extractor	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ (6.11)		0	186440	AMAZON - shipping refund	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ (0.46)		0	186441	AMAZON - shipment refund	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ (0.42)		0	186442	AMAZON - shipment refund	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ (31.42)		0	186532	AMAZON - product refund	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 35.59		0	186627	AMAZON - sanitary napkin holders	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 162.15		0	186628	AMAZON - gloves & toilet bowl cleaner	8/31/2026
910	AMAZON.COM	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 594.24		0	186330	AMAZON.COM - commercial carpet and upholstery clea	8/31/2026
830	BRAME SPECIALTY COMP	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 1,078.80	C093026	10985	8094724	JANITORIAL SUPPLIES	9/17/2026
19999	CHARLOTTESVILLE SANI	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 1,085.68	C093026	211997	CS5-755959	JANITORIAL SUPPLIES	8/6/2026
323	STAPLES ADVANTAGE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 749.69	C093026	11033	6074028132	OFFICE & JANITORIAL SUPPLIES	9/11/2026
323	STAPLES ADVANTAGE	10043100	General Services Department	10043100 460018	Janitorial Supplies	0	2027	3	INV	\$ 1,528.10	C093026	11033	6074294667	JANITORIAL SUPPLIES	9/15/2026
				10043100 460018 Total						\$ 5,447.30					
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 96.02		0	186342	AMAZON- drone ground control kit	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 120.00		0	186344	AMAZON- DC battery supply variable	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 73.11		0	186352	AMAZON- air compressor hose & access panel	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 58.58		0	186354	AMAZON- Pool testing kits	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 9.79		0	186359	AMAZON- safety glasses and window visor	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 58.91		0	186450	AMAZON - banana plug & battery disconnect switches	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 63.51		0	186453	AMAZON - rebuild kits for pool showers	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 61.50		0	186467	AMAZON - splicing connector	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 279.25		0	186469	AMAZON - door closer	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 61.54		0	186480	AMAZON - drain hose & ratchet straps	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 61.73		0	186555	AMAZON - collision wrap	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 61.93		0	186556	AMAZON - access panel	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 145.08		0	186564	AMAZON - heavy duty extension cords	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 59.80		0	186565	AMAZON - Power tool organizer	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 37.96		0	186633	AMAZON - key chain carabiners	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 18.99		0	186639	AMAZON- switches	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 31.97		0	186640	AMAZON - gauge and switch	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 78.20		0	186645	AMAZON - tool organizers	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 33.98		0	186646	AMAZON- fly traps	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 246.88		0	186709	AMAZON - LED recessing lights	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 52.20		0	186712	AMAZON - clips and holders	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 39.50		0	186715	AMAZON - thermal dynamics	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 84.47		0	186716	AMAZON - hooks and grease fitting cleaning tool	8/31/2026
1277	CARDINAL HOME CENTER	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 2.17	C093026	211963	2609-533218	MAINT SUPPLIES	9/10/2026
903	EVERGRO COOPERATIVE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 8.50	C093026	10996	2590306	STRAW	9/14/2026
983	IN THE SWIM	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 808.98	C093026	211975	WPR9120695-0001	MAINT SUPPLIES	8/28/2026
333	MAIN STREET PLUMBING	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 58.89	C093026	11016	EDAQN	MAINT SUPPLIES	9/17/2026
333	MAIN STREET PLUMBING	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 112.89	C093026	11016	IJZES	MAINT SUPPLIES	9/24/2026
333	MAIN STREET PLUMBING	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 5.03	C093026	11016	NNTG4	MAINT SUPPLIES	9/16/2026
333	MAIN STREET PLUMBING	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 86.44	C093026	1101			

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
1311	NORTHWEST ACE HARDWA	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 61.98	C093026	211989	110512	MAINT SUPPLIES	9/14/2026
1311	NORTHWEST ACE HARDWA	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 49.48	C093026	211989	110514	MAINT SUPPLIES	9/14/2026
1311	NORTHWEST ACE HARDWA	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 24.23	C093026	211989	110519	MAINT SUPPLIES	9/15/2026
1311	NORTHWEST ACE HARDWA	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 46.76	C093026	211989	110530	MAINT SUPPLIES	9/16/2026
1311	NORTHWEST ACE HARDWA	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 25.04	C093026	211989	110533	MAINT SUPPLIES	9/16/2026
1311	NORTHWEST ACE HARDWA	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 35.98	C093026	211989	110543	MAINT SUPPLIES	9/18/2026
1311	NORTHWEST ACE HARDWA	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 30.59	C093026	211989	110574	MAINT SUPPLIES	9/23/2026
1311	NORTHWEST ACE HARDWA	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 65.45	C093026	211989	110582	MAINT SUPPLIES	9/24/2026
19997	ONE TIME COUNTYPCARD	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 155.34		0	186468	BLINDS.COM - Blinds	8/31/2026
743	SUPPLYHOUSE.COM	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 173.26		0	186350	SUPPLYHOUSE.COM - Drain pan	8/31/2026
743	SUPPLYHOUSE.COM	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 238.76		0	186634	SUPPLYHOUSE.COM - maintenance supplies	8/31/2026
743	SUPPLYHOUSE.COM	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 228.47		0	186644	SUPPLYHOUSE.COM - split phase hot water circulatin	8/31/2026
523	ULINE	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 86.45	C093026	212020	209853838	MOUSE TRAPS	6/25/2026
894	WALMART	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 45.43		0	186567	WALMART.COM - blinds for scalehouse	8/31/2026
896	ZORO TOOLS INC.	10043100	General Services Department	10043100 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 27.59		0	186464	ZORO TOOLS INC - Pipe	8/31/2026
				10043100 460050 Total						\$ 4,346.50					
19999	CHAD SHELTON	10043100	General Services Department	10043100 460110	Uniforms	0	2027	3	INV	\$ 150.00	C093026	211996	C.SHELTON 09/13/26	BOOTS	9/13/2026
777	TRACTOR SUPPLY COMPA	10043100	General Services Department	10043100 460110	Uniforms	0	2027	3	INV	\$ 149.99		0	186692	TRACTOR SUPPLY CO- Steel-toe Boots	8/31/2026
				10043100 460110 Total						\$ 299.99					
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 482010	Machinerv & Equip Additions	0	2027	3	INV	\$ 135.66		0	186360	AMAZON- tools/equipment for Chads truck	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 1,356.59		0	186361	AMAZON- tools and equipment for Tonyms truck	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 482010	Machinerv & Equip Additions	0	2027	3	INV	\$ 334.28		0	186362	AMAZON- tools/equipment for chads truck	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 106.99		0	186363	AMAZON- wire spool rack	8/31/2026
889	AMAZON MARKETPLACE	10043100	General Services Department	10043100 482010	Machinery & Equip Additions	0	2027	3	INV	\$ 93.95		0	186554	AMAZON- grinder disk & tool organizer	8/31/2026
				10043100 482010 Total						\$ 2,027.47					
1105	HOME PARAMOUNT PEST	10043100	General Services Department	10043100 482500	Building Enhancements	0	2027	3	INV	\$ 7,000.00		0	186339	HOME PARAMOUNT PEST CONTR - Animal Shelter Attic I	8/31/2026
674	HSL, INC.	10043100	General Services Department	10043100 482500	Building Enhancements	20270329	2027	3	INV	\$ 25,000.00	C093026	211973	1 08/14/26	Human Services Roof repair	8/14/2026
895	LOWES	10043100	General Services Department	10043100 482500	Building Enhancements	0	2027	3	INV	\$ 780.94		0	186364	LOWES- dishwasher for animal shelter	8/31/2026
895	LOWES	10043100	General Services Department	10043100 482500	Building Enhancements	0	2027	3	INV	\$ 298.00		0	186406	LOWES - door for airport closet	8/31/2026
19997	ONE TIME COUNTYPCARD	10043100	General Services Department	10043100 482500	Building Enhancements	0	2027	3	INV	\$ 1,325.87		0	186341	HOMEDEPOT.COM - CARPORT/CANOPY	8/31/2026
				10043100 482500 Total						\$ 34,404.81					
1441	UNITED SITE SERVICES	10071100	Parks & Recreation	10071100 431600	Contractual Services	20270013	2027	3	INV	\$ 278.67	C093026	11040	INV-6329157	Portable Toilets	9/9/2026
441	VIRGINIA BUSINESS SY	10071100	Parks & Recreation	10071100 431600	Contractual Services	20270390	2027	3	INV	\$ 669.18	C093026	11043	42957036	COPIER 9/26-10/26,B&W/COLOR COPIES 7/26-8/26	9/7/2026
				10071100 431600 Total						\$ 947.85					
1001	FACEBOOK	10071100	Parks & Recreation	10071100 436000	Advertising	0	2027	3	INV	\$ 78.00		0	186490	FACEBOOK - Advertising	8/31/2026
1001	FACEBOOK	10071100	Parks & Recreation	10071100 436000	Advertising	0	2027	3	INV	\$ 78.00		0	186574	FACEBOOK - Advertising	8/31/2026
				10071100 436000 Total						\$ 156.00					
908	USPS	10071100	Parks & Recreation	10071100 452100	Postal Service/Postage	0	2027	3	INV	\$ 82.00		0	186395	USPS - Roll of Stamps	8/31/2026
				10071100 452100 Total						\$ 82.00					
19997	ONE TIME COUNTYPCARD	10071100	Parks & Recreation	10071100 452341	Satellite Services	0	2027	3	INV	\$ 89.99		0	186457	Hulu - Satellite Service	8/31/2026
				10071100 452341 Total						\$ 89.99					
19997	ONE TIME COUNTYPCARD	10071100	Parks & Recreation	10071100 455300	Food & Lodging	0	2027	3	INV	\$ 86.56		0	186348	ROMA'S ITALIAN RESTAURANT - LCPRT Advisory Commiss	8/31/2026
				10071100 455300 Total						\$ 86.56					
184	LOUISA COUNTY CHAMBE	10071100	Parks & Recreation	10071100 458100	Dues & Association Memberships	0	2027	3	INV	\$ 187.20		0	186540	LOUISA COU INV-5656 - Membership	8/31/2026
				10071100 458100 Total						\$ 187.20					
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460010	Office Supplies	0	2027	3	INV	\$ 29.98		0	186411	AMAZON - Office & Rec Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460010	Office Supplies	0	2027	3	INV	\$ 13.91		0	186541	AMAZON - Office Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460010	Office Supplies	0	2027	3	INV	\$ 248.28		0	186542	AMAZON - Office Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460010	Office Supplies	0	2027	3	INV	\$ 42.90		0	186621	AMAZON - Office Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460010	Office Supplies	0	2027	3	INV	\$ 32.57		0	186622	AMAZON - Rec Equipment for Turf, Office Supplies,	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460010	Office Supplies	0	2027	3	INV	\$ 50.80		0	186623	AMAZON - Office Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460010	Office Supplies	0	2027	3	INV	\$ 54.16		0	186625	AMAZON - Office Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460010	Office Supplies	0	2027	3	INV	\$ 33.11		0	186718	AMAZON - Signs & Office Supplies for Computer	8/31/2026
				10071100 460010 Total						\$ 505.71					
1477	K&M TURF & TRACTOR	10071100	Parks & Recreation	10071100 460052	Park Maintenance & Supplies	0	2027	3	INV	\$ 26.52	C093026	211977	278683	MAINT SUPPLIES	8/4/2026
1477	K&M TURF & TRACTOR	10071100	Parks & Recreation	10071100 460052	Park Maintenance & Supplies	0	2027	3	INV	\$ 202.26	C093026	211977	280947	MAINT SUPPLIES	8/28/2026
1311	NORTHWEST ACE HARDWA	10071100	Parks & Recreation	10071100 460052	Park Maintenance & Supplies	0	2027	3	INV	\$ 5.38	C093026	211990	110500	MAINT SUPPLIES	9/10/2026
1311	NORTHWEST ACE HARDWA	10071100	Parks & Recreation	10071100 460052	Park Maintenance & Supplies	0	2027	3	INV	\$ 152.05	C093026	211990	110520	MAINT SUPPLIES	9/15/2026
1311	NORTHWEST ACE HARDWA	10071100	Parks & Recreation	10071100 460052	Park Maintenance & Supplies	0	2027	3	INV	\$ 64.77	C093026	211990	110525	MAINT SUPPLIES	9/16/2026
1311	NORTHWEST ACE HARDWA	10071100	Parks & Recreation	10071100 460052	Park Maintenance & Supplies	0	2027	3	INV	\$ 27.98		0	186521	NORTHWEST ACE - Cable Locks	8/31/2026
				10071100 460052 Total						\$ 478.96					
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ 87.26		0	186410	AMAZON - Recreational Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ 76.41		0	186411	AMAZON - Office & Rec Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ 87.26		0	186412	AMAZON - Recreational Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ (179.99)		0	186413	AMAZON - Credit Recreational Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ (179.99)		0	186414	AMAZON - Credit Recreational Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ 44.99		0	186488	AMAZON - Gloves & First Aid Kit	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ 189.99		0	186624	AMAZON - Cart for hauling for events	8/31/2026
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ (59.98)		0	186726	AMAZON - Soccer Goals Credit	8/31/2026
910	AMAZON.COM	10071100	Parks & Recreation	10071100 460053	Recreational Supplies	0	2027	3	INV	\$ 222.04		0	186687	AMAZON- Youth Sports Camps Supplies	8/31/2026
				10071100 460053 Total						\$ 287.99					
777	TRACTOR SUPPLY COMPA	10071100	Parks & Recreation	10071100 460091	Lawn Care Maintenance Supplies	0	2027	3	INV	\$ 103.96		0	186563	TRACTOR SUPPLY CO - Supplies for Fields	8/31/2026
				10071100 460091 Total						\$ 103.96					
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 460142	Safety Equipment	0	2027	3	INV	\$ 309.16		0	186338	AMAZON- First Aid Supplies	8/31/2026
				10071100 460142 Total						\$ 309.16					
889	AMAZON MARKETPLACE	10071100	Parks & Recreation	10071100 480030	Recreational Equipt & Supplies	0	2027	3	INV	\$ 756.39		0	186622	AMAZON - Rec Equipment for Turf, Office Supplies,	8/31/2026
910	AMAZON.COM	10071100	Parks & Recreation	10071100 480030	Recreational Equipt & Supplies	0	2027	3	INV	\$ 1,596.99		0	186668	Amazon.com- Childcare iPads	8/31/2026
				10071100 480030 Total						\$ 2,353.38					
143	ELAVON	10071111	Parks & Recreation-Self Supp	10071111 431850	Charges for Bankcard Services	0	2027	3	INV	\$ 0.90		0	186606	ELAVON SRV FEE DSS CENTRA - LCPRT Child Care Progr	8/31/2026
143	ELAVON	10071111	Parks & Recreation-Self Supp	10071111 431850	Charges for Bankcard Services	0	2027	3	INV	\$ 445.89		0	186629	MERCHANT SERVICES RECOVER - Bank	

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
143	ELAVON	10071111	Parks & Recreation-Self Supp	10071111 431850	Charges for Bankcard Services	0	2027	3	INV	\$ 0.90			0 186696	ELAVON SRV FEE DSS CENTRA - LCPRT Child Care Progr	8/31/2026
				10071111 431850 Total						\$ 447.69					
1003	ADOBE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 99.99			0 186373	Adobe Inc - Monthly Subscription	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 355.59			0 186337	AMAZON - LCPRT Child Care Program supplies	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 643.07			0 186492	AMAZON - Preschool Program Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 7.49			0 186543	AMAZON - LCPRT Child Care Program supplies	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ (45.00)			0 186570	AMAZON - Credit Preschool Program Supplies	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 507.29			0 186572	AMAZON - Labor Fest Games	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 19.11			0 186573	AMAZON - LCPRT Child Care Program games	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 9.99			0 186599	AMAZON - Youth Volleyball supplies	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 97.52			0 186600	AMAZON - Youth Volleyball supplies	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 72.41			0 186622	AMAZON - Rec Equipment for Turf, Office Supplies,	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 83.55			0 186638	AMAZON - iPad cases for LCPRT Child Care Program	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 98.79			0 186688	AMAZON - Youth Volleyball supplies	8/31/2026
889	AMAZON MARKETPLACE	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 38.99			0 186718	AMAZON - Signs & Office Supplies for Computer	8/31/2026
736	CROWN TROPHY #103	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 1,444.00	C093026	211964	87015	YOUTH BASKETBALL SHIRTS	9/11/2026
736	CROWN TROPHY #103	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 215.00	C093026	211964	87016	YOUTH BASKETBALL SHIRTS	9/11/2026
736	CROWN TROPHY #103	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 138.00	C093026	211964	87096	SITE SUPERVISOR SHIRTS	9/17/2026
54	LOUISA FAMILY PRACTI	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 20.00	C093026	211986	A.SHELTON 09/15/26	DRUG SCREEN, TB TEST	9/15/2026
54	LOUISA FAMILY PRACTI	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 20.00	C093026	211986	N.SHELTON 09/15/26	DRUG SCREEN, TB TEST	9/15/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 30.95			0 186372	A&K SIPS AND BITES - Back to School Event	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 4.99			0 186374	CRICUT - Disputed	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 5.00			0 186396	DOLLARTREE - LCPRT Child Care Program supplies	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 358.20			0 186403	CANVA- Yearly Subscription	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 89.99			0 186404	CAPCUT- Yearly Subscription	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 50.00			0 186405	OPENAI CHATGPT SUBSCR - Monthly Subscription	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 10.50			0 186426	FAMILY DOLLAR - LCPRT Child Care Program supplies	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 63.23			0 186427	FIELDPRINT - LCPRT Child Care (A Hamel)	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 63.23			0 186428	FIELDPRINT - LCPRT Child Care (L Ward)	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 63.23			0 186429	FIELDPRINT - LCPRT Child Care (R Church)	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 49.99			0 186491	APPLE.COM/BILL - Photo Booth	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 63.23			0 186524	FIELDPRINT - LCPRT Child Care Program (K Uhlman)	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 11.99			0 186575	APPLE.COM/BILL - Monthly Music Subscription	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 219.00			0 186594	PRINT SOURCE - LCPRT Child Care Program supplies	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 63.23			0 186604	FIELDPRINT - LCPRT Child Care (B Richardson)	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 36.00			0 186605	DSS CENTRAL REGISTRY - LCPRT Child Care Program (H	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 63.23			0 186607	FIELDPRINT - LCPRT Child Care Program (T Alonso)	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 36.00			0 186695	DSS CENTRAL REGISTRY - LCPRT Child Care Program (R	8/31/2026
19997	ONE TIME COUNTYPCARD	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 63.23			0 186697	FIELDPRINT - LCPRT Child Care (M Harris)	8/31/2026
131	SAM'S CLUB	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 297.68			0 186489	SAMS CLUB.COM - LCPRT Child Care Program snacks/su	8/31/2026
131	SAM'S CLUB	10071111	Parks & Recreation-Self Supp	10071111 469080	Self Supporting Program Costs	0	2027	3	INV	\$ 654.16			0 186571	SAMS CLUB.COM - LCPRT Child Care Program snacks/su	8/31/2026
				10071111 469080 Total						\$ 6,122.85					
55	LOUISA COUNTY RESCUE	10071111	Parks & Recreation-Self Supp	10071111 469080 C7108	Self Supporting Program Costs	0	2027	3	INV	\$ 100.00	C093026	11013	260905-1	CPR COURSE	6/29/2026
				10071111 469080 C7108 Total						\$ 100.00					
216	MIKE'S GLASS & MIRRO	10071320	Aquatic Facility	10071320 433100	Repairs & Maintenance	0	2027	3	INV	\$ 293.96	C093026	211988	11114377	NEW TABLE TOP FOR AQUATIC TABLE	7/22/2026
431	DOMINION ENERGY VIRG	10071320	Aquatic Facility	10071320 451100	Electrical Service	0	2027	3	INV	\$ 1,755.98	C093026	211967	4559090479 0926	POOL	9/21/2026
				10071320 451100 Total						\$ 1,755.98					
385	LOUISA COUNTY WATER	10071320	Aquatic Facility	10071320 451300	Water & Sewer Service	0	2027	3	INV	\$ 1,878.72	C093026	11014	000405 09/21/26	WTR/SWR-POOL	9/21/2026
				10071320 451300 Total						\$ 1,878.72					
131	SAM'S CLUB	10071320	Aquatic Facility	10071320 460021	Concession Stand Food Supplies	0	2027	3	INV	\$ 339.68			0 186476	SAMS CLUB.COM - LCAF Concession	8/31/2026
				10071320 460021 Total						\$ 339.68					
1311	NORTHWEST ACE HARDWA	10071320	Aquatic Facility	10071320 469081	Self Support Aquatic Facility	0	2027	3	INV	\$ 27.11	C093026	211990	110511	POOH PLUNGE SUPPLIES	9/12/2026
				10071320 469081 Total						\$ 27.11					
607	RICOH USA, INC.	10081200	Community Development	10081200 454100	Equipment Lease/Rental	20270023	2027	3	INV	\$ 1,133.00	C093026	11028	42122852	COPIER-OCT 26	9/11/2026
				10081200 454100 Total						\$ 1,133.00					
19997	ONE TIME COUNTYPCARD	10081200	Community Development	10081200 455010	Mileage	0	2027	3	INV	\$ 4.00			0 186394	METROPOLIS PARKING - TJPDC RTAC Meeting parking	8/31/2026
				10081200 455010 Total						\$ 4.00					
19997	ONE TIME COUNTYPCARD	10081200	Community Development	10081200 455300	Food & Lodging	0	2027	3	INV	\$ 103.50			0 186531	ROMA'S ITALIAN RESTAURANT - Dinner for Ag Educatio	8/31/2026
				10081200 455300 Total						\$ 103.50					
1006	SAUCE	10081200	Community Development	10081200 455320	Food & Lodging - PC	0	2027	3	INV	\$ 354.63			0 186613	SAUCE CATERING - PC Work Session dinner 8/13/26 me	8/31/2026
1006	SAUCE	10081200	Community Development	10081200 455320	Food & Lodging - PC	0	2027	3	INV	\$ (30.18)			0 186614	SAUCE CATERING - Tax Credit	8/31/2026
				10081200 455320 Total						\$ 324.45					
452	INTERNATIONAL CODE C	10081200	Community Development	10081200 455400	Convention & Education	0	2027	3	INV	\$ 320.00			0 186686	INT'L CODE COUNCIL INC - Residential Plumbing Exam	8/31/2026
19997	ONE TIME COUNTYPCARD	10081200	Community Development	10081200 455400	Convention & Education	0	2027	3	INV	\$ 44.99			0 186409	UDEMY: ONLINE COURSES - Practice Permit Tech Exam	8/31/2026
				10081200 455400 Total						\$ 364.99					
19997	ONE TIME COUNTYPCARD	10081200	Community Development	10081200 458003	Miscellaneous Expense	0	2027	3	INV	\$ 109.41			0 186439	AVASFLOWERS.NET - Sympathy arrangement for Mr. Dic	8/31/2026
19997	ONE TIME COUNTYPCARD	10081200	Community Development	10081200 458003	Miscellaneous Expense	0	2027	3	INV	\$ (5.09)			0 186615	AVASFLOWERS.NET - Refund for Tax	8/31/2026
19997	ONE TIME COUNTYPCARD	10081200	Community Development	10081200 458003	Miscellaneous Expense	0	2027	3	INV	\$ (5.50)			0 186705	AVASFLOWERS.NET - Refund for Tax	8/31/2026
				10081200 458003 Total						\$ 98.82					
323	STAPLES ADVANTAGE	10081200	Community Development	10081200 460010	Office Supplies	0	2027	3	INV	\$ 138.26	C093026	11033	6073957406	OFFICE SUPPLIES	9/10/2026
323	STAPLES ADVANTAGE	10081200	Community Development	10081200 460010	Office Supplies	0	2027	3	INV	\$ 63.77	C093026	11033	6074108695	OFFICE SUPPLIES	9/12/2026
323	STAPLES ADVANTAGE	10081200	Community Development	10081200 460010	Office Supplies	0	2027	3	INV	\$ 54.83	C093026	11033	6074366253	OFFICE SUPPLIES	9/16/2026
323	STAPLES ADVANTAGE	10081200	Community Development	10081200 460010	Office Supplies	0	2027	3	INV	\$ 17.05	C093026	11033	6074445359	OFFICE SUPPLIES	9/17/2026
323	STAPLES ADVANTAGE	10081200	Community Development	10081200 460010	Office Supplies	0	2027	3	INV	\$ 298.29	C093026	11033	6074773799	OFFICE SUPPLIES	9/22/2026
906	VISTAPRINT.COM	10081200	Community Development	10081200 460010	Office Supplies	0	2027	3	INV	\$ 18.99			0 186508	VISTAPRINT - Business cards FireEMS and CDD	8/31/2026
906	VISTAPRINT.COM	10081200	Community Development	10081200 460010	Office Supplies	0	2027	3	INV	\$ 33.38			0 186591	VISTAPRINT - Business Cards A James CDD	8/31/2026
				10081200 460010 Total						\$ 624.57					
889	AMAZON MARKETPLACE	10081200	Community Development	10081200 460090	Vehicle Supplies	0	2027	3	INV	\$ 664.98					

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
				10081200 460090 Total						\$ 1,329.96					
19997	ONE TIME COUNTYPCARD	10081500	Economic Development Office	10081500 454120	Marketing	0	2027	3	INV	\$ 129.66		0	186593	LinkedIn - Commercial Real Estate Ads - Pls code t	8/31/2026
19997	ONE TIME COUNTYPCARD	10081500	Economic Development Office	10081500 454120	Marketing	0	2027	3	INV	\$ 118.71		0	186676	LinkedIn- Commercial Real Estate Ads - Pls code to	8/31/2026
19997	ONE TIME COUNTYPCARD	10081500	Economic Development Office	10081500 454120	Marketing	0	2027	3	INV	\$ 112.47		0	186678	LinkedIn- Commercial Real Estate Ads - Pls code to	8/31/2026
				10081500 454120 Total						\$ 360.84					
2500	VISIT WIDGET	10081600	Office On Tourism	10081600 460143	Software Licenses	0	2027	3	INV	\$ 2,397.00		0	186391	VISIT WIDGET - Plus Plan & Kiosk (PO 20270486)	8/31/2026
				10081600 460143 Total						\$ 2,397.00					
58	MCI COMM SERVICE	10083010	VPI Extension Service	10083010 452300	Telecommunications	0	2027	3	INV	\$ 36.42	C093026	211987	9671040 091126	VT EXTENSION FAXLINE	9/11/2026
				10083010 452300 Total						\$ 36.42					
19997	ONE TIME COUNTYPCARD	10083010	VPI Extension Service	10083010 456401	4-H Camp Support	0	2027	3	INV	\$ 349.40		0	186474	DELTA AIR - Plane ticket for NAE4-HYDP Conference	8/31/2026
				10083010 456401 Total						\$ 349.40					
876	VERIZON	10091000	Non-Departmental GF	10091000 452300	Telecommunications	0	2027	3	INV	\$ 92.51	C093026	212024	9672369 090726	MTH SVC	9/7/2026
				10091000 452300 Total						\$ 92.51					
1434	HOLLOW RIDGE LAND	11081650	Tourism Transient Occupancy	11081650 431600	Contractual Services	0	2027	3	INV	\$ 1,225.00	C093026	211971	1272	CUT GRASS	9/15/2026
				11081650 431600 Total						\$ 1,225.00					
970	4IMPRINT	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ 671.78		0	186392	4IMPRINT, INC - Plastic Bags for Visitors Center	8/31/2026
1001	FACEBOOK	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ 138.80		0	186386	FACEBOOK- Tourism advertising	8/31/2026
1001	FACEBOOK	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ 34.74		0	186387	FACEBOOK- Tourism Advertising	8/31/2026
1001	FACEBOOK	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ 34.70		0	186388	FACEBOOK- Tourism Advertising	8/31/2026
1001	FACEBOOK	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ 69.40		0	186390	FACEBOOK- Advertising	8/31/2026
1001	FACEBOOK	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ 34.93		0	186512	FACEBOOK - Advertising	8/31/2026
19997	ONE TIME COUNTYPCARD	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ 40.60		0	186389	YouTube Ads - Advertising	8/31/2026
19997	ONE TIME COUNTYPCARD	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ (9.49)		0	186680	TARGET.COM - Tax Credit	8/31/2026
1326	SINCLAIR BROADCAST	11081650	Tourism Transient Occupancy	11081650 436000	Advertising	0	2027	3	INV	\$ 4,498.00	C093026	212015	LOUISA 2026-65	ADVERTISING	9/14/2026
				11081650 436000 Total						\$ 5,513.46					
416	DOMINION ENERGY VIRG	11081650	Tourism Transient Occupancy	11081650 451100	Electrical Service	0	2027	3	INV	\$ 144.80	C093026	211967	210025526778 0926	CHURCH ST BALL PARK	9/17/2026
416	DOMINION ENERGY VIRG	11081650	Tourism Transient Occupancy	11081650 451100	Electrical Service	0	2027	3	INV	\$ 131.21	C093026	211967	210026105945 0926	211 CHURCH AVE BALL FIELD	9/17/2026
416	DOMINION ENERGY VIRG	11081650	Tourism Transient Occupancy	11081650 451100	Electrical Service	0	2027	3	INV	\$ 17.41	C093026	211967	2886683479 0926	FAIRGROUNDS	9/21/2026
416	DOMINION ENERGY VIRG	11081650	Tourism Transient Occupancy	11081650 451100	Electrical Service	0	2027	3	INV	\$ 15.11	C093026	211967	5255950007 0926	FAIRGROUNDS	9/22/2026
416	DOMINION ENERGY VIRG	11081650	Tourism Transient Occupancy	11081650 451100	Electrical Service	0	2027	3	INV	\$ 67.55	C093026	211967	7526180919 0926	FAIRGROUNDS	9/18/2026
				11081650 451100 Total						\$ 376.08					
19997	ONE TIME COUNTYPCARD	11081650	Tourism Transient Occupancy	11081650 455400	Convention & Education	0	2027	3	INV	\$ 1,500.00		0	186511	VADMO - VTLI Leadership Program	8/31/2026
				11081650 455400 Total						\$ 1,500.00					
506	LOUISA DOWNTOWN DEVE	11081650	Tourism Transient Occupancy	11081650 456460	Louisa Arts Center	0	2027	3	INV	\$ 18,500.00	C093026	11015	1156	ENTERTAINMENT EVENTS	9/18/2026
				11081650 456460 Total						\$ 18,500.00					
88	TOWN OF LOUISA	11081650	Tourism Transient Occupancy	11081650 458460 C8165	Tourism Partnership Grants	0	2027	3	INV	\$ 25,331.57	C093026	11039	09/21/26	VA250 MAIN STREET CELEBRATION	9/21/2026
				11081650 458460 C8165 Total						\$ 25,331.57					
1003	ADOBE	11081650	Tourism Transient Occupancy	11081650 460143	Software Licenses	0	2027	3	INV	\$ 69.99		0	186592	ADOBE - Design Software	8/31/2026
19997	ONE TIME COUNTYPCARD	11081650	Tourism Transient Occupancy	11081650 460143	Software Licenses	0	2027	3	INV	\$ 9.99		0	186393	GOOGLE- Storage for Tourism Files	8/31/2026
19997	ONE TIME COUNTYPCARD	11081650	Tourism Transient Occupancy	11081650 460143	Software Licenses	0	2027	3	INV	\$ 26.50		0	186679	Mailchimp - Tourism newsletter	8/31/2026
				11081650 460143 Total						\$ 106.48					
19997	ONE TIME COUNTYPCARD	20231030	Communications Center	20231030 458423 C3108	PSAP PEP Grants	0	2027	3	INV	\$ 43.43		0	186397	SCHILDS DELI 2.0 - meal during APCO Conference-Bow	8/31/2026
19997	ONE TIME COUNTYPCARD	20231030	Communications Center	20231030 458423 C3108	PSAP PEP Grants	0	2027	3	INV	\$ 43.88		0	186398	DENNY'S- meal during APCO Conference-Bowen and Hop	8/31/2026
19997	ONE TIME COUNTYPCARD	20231030	Communications Center	20231030 458423 C3108	PSAP PEP Grants	0	2027	3	INV	\$ 45.16		0	186399	CHEESY JANES- meal during APCO Conference-Bowen and	8/31/2026
19997	ONE TIME COUNTYPCARD	20231030	Communications Center	20231030 458423 C3108	PSAP PEP Grants	0	2027	3	INV	\$ 59.23		0	186400	SALTGRASS RIVERWALK - meal during APCO Conference-	8/31/2026
19997	ONE TIME COUNTYPCARD	20231030	Communications Center	20231030 458423 C3108	PSAP PEP Grants	0	2027	3	INV	\$ 48.62		0	186401	YARD HOUSE- meal during APCO Conference-Bowen and	8/31/2026
				20231030 458423 C3108 Total						\$ 240.32					
910	AMAZON.COM	20232200	Volunteer Fire & Rescue Assist	20232200 456080 FP01	State Fire Program Funds-LVFD	0	2027	3	INV	\$ 983.99		0	186612	Amazon.com - Co1 cable puller	8/31/2026
				20232200 456080 FP01 Total						\$ 983.99					
19999	BETHANY & JUSTIN RUH	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 580.00	C093026	211995	B&J RUHLMAN-09/26	MAINT	9/23/2026
1411	REGION TEN COMMUNITY	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 861.00	C093026	10990	09/26	MAINT	9/23/2026
604	FAISON SCHOOL FOR AU	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 8,084.00	C093026	10997	08/26	EDUCATION, SPEECH	9/2/2026
604	FAISON SCHOOL FOR AU	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 15,774.00	C093026	10997	08/26	EDUCATION, SPEECH, NURSING SVC	9/2/2026
604	FAISON SCHOOL FOR AU	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 7,914.00	C093026	10997	08/26	EDUCATION, SPEECH	9/2/2026
604	FAISON SCHOOL FOR AU	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 7,744.00	C093026	10997	08/26	EDUCATION	9/2/2026
604	FAISON SCHOOL FOR AU	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 4,540.20	C093026	10997	08/26	EDUCATION, SPEECH	9/2/2026
604	FAISON SCHOOL FOR AU	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 7,744.00	C093026	10997	08/26	EDUCATION	9/2/2026
125	KIDSPLEASE NATIONAL C	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 320.84	C093026	211978	08/2026	CLOTHING REIMB	8/31/2026
125	KIDSPLEASE NATIONAL C	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 5,232.15	C093026	211978	08/26	MAINT, VEMAT	9/14/2026
19999	MEAGAN ROJAS	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 861.00	C093026	211998	M.ROJAS-09/26	MAINT	9/23/2026
349	PARTNERS IN PARENTIN	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 1,320.00	C093026	11025	08/26	FAMILY SUPPORT SVC	8/31/2026
229	REGION TEN COMMUNITY	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 367.71	C093026	212008	07/26	CASE SPRT	8/13/2026
229	REGION TEN COMMUNITY	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 367.71	C093026	212008	07/26	CASE SPRT	8/13/2026
229	REGION TEN COMMUNITY	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 367.71	C093026	212008	07/26	CASE SPRT	8/13/2026
229	REGION TEN COMMUNITY	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 367.71	C093026	212008	07/26	CASE SPRT	8/13/2026
19990	SAMANTHA RAGLAND	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 1,981.00	C093026	212000	S.RAGLAND-09/26	MAINT	9/23/2026
1492	SERENITY C & C, INC.	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 16,408.50	C093026	212011	08/26	ROOM & BOARD, SPRT	9/11/2026
19999	TAYLOR KHORDES	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 1,700.00	C093026	211994	T.KHORDES-09/26	MAINT	9/23/2026
19999	TAYLOR KHORDES	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 1,700.00	C093026	211994	T.KHORDES-09/26	MAINT	9/23/2026
1252	THREE RIVERS TREATME	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 4,800.00	C093026	11037	08/26	EDUCATION	8/31/2026
1252	THREE RIVERS TREATME	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 8,200.00	C093026	11037	08/26	EDUCATION, ROOM & BOARD	9/14/2026
19999	TIFFANY & VICTOR SCO	20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 580.00	C093026	212001	T&V SCOTT-09/26	MAINT	9/23/2026
19999		20553500	Childrens Services Act	20553500 430020	CSA Contractual Services	0	2027	3	INV	\$ 861.00	C093026	212002		MAINT	9/23/2026
				20553500 430020 Total						\$ 99,044.24					
19997	ONE TIME COUNTYPCARD	20553500	Childrens Services Act	20553500 480070	Computer Software	0	2027	3	INV	\$ 169.90		0	186724	ZOOM - Workplace Pro Annual August 2026-2027	8/31/2026
				20553500 480070 Total						\$ 169.90					
618	EMS MANAGEMENT & CON	22512431	Revenue Recovery	22512431 431600	Contractual Services	20270043	2027	3	INV	\$ 11,964.53	C093026	10995	EMS-029277	COLLECTION OF AMBULANCE FEES	8/31/2026
				22512431 431600 Total						\$ 11,964.53					
120	AT&T	22512431	Revenue Recovery	22512431 452320	Cell Phones	0	2027	3	INV	\$ 551.74		0	186538	BST ATT MOBILITY - Cell Phones	8/31/2026

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
				22512431 452320 Total						\$ 551.74					
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 409.49	C093026	10984	86352803	Medical Supplies	9/11/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 384.10	C093026	10984	86356503	Medical Supplies	9/15/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 142.66	C093026	10984	86358198	Medical Supplies	9/16/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 277.27	C093026	10984	86359916	Medical Supplies	9/17/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 294.29	C093026	10984	86359917	Medical Supplies	9/17/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 586.49	C093026	10984	86361439	Medical Supplies	9/18/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 1,281.23	C093026	10984	86361441	Medical Supplies	9/18/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 263.83	C093026	10984	86365010	Medical Supplies	9/22/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 527.66	C093026	10984	86365011	Medical Supplies	9/22/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 14.09	C093026	10984	86365012	Medical Supplies	9/22/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 14.09	C093026	10984	86365013	Medical Supplies	9/22/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 55.20	C093026	10984	86365016	Medical Supplies	9/22/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 1,115.15	C093026	10984	86366670	Medical Supplies	9/23/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 587.30	C093026	10984	86366672	Medical Supplies	9/23/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270045	2027	3	INV	\$ 132.30	C093026	10984	86366673	Medical Supplies	9/23/2026
139	TELEFLEX, LLC	22512431	Revenue Recovery	22512431 460015	Medical Supplies	20270004	2027	3	INV	\$ 3,990.00	C093026	11035	9512176797	EZ-IO Needles	9/16/2026
509	VERATHON INC.	22512431	Revenue Recovery	22512431 460015	Medical Supplies	0	2027	3	INV	\$ 126.00	C093026	212023	81492556	MEDICAL SUPPLIES	9/22/2026
509	VERATHON INC.	22512431	Revenue Recovery	22512431 460015	Medical Supplies	0	2027	3	INV	\$ 126.00	C093026	212023	81492808	MEDICAL SUPPLIES	9/22/2026
				22512431 460015 Total						\$ 10,327.15					
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015 FS1	Medical Supplies	20270045	2027	3	INV	\$ 854.73	C093026	10984	86354583	Medical Supplies	9/14/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015 FS1	Medical Supplies	20270045	2027	3	INV	\$ 1,283.70	C093026	10984	86361440	Medical Supplies	9/18/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015 FS1	Medical Supplies	20270045	2027	3	INV	\$ 4.96	C093026	10984	86363240	Medical Supplies	9/21/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015 FS1	Medical Supplies	20270045	2027	3	INV	\$ 239.76	C093026	10984	86365104	Medical Supplies	9/22/2026
				22512431 460015 FS1 Total						\$ 2,383.15					
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015 FS5	Medical Supplies	20270045	2027	3	INV	\$ 681.12	C093026	10984	86363241	Medical Supplies	9/21/2026
				22512431 460015 FS5 Total						\$ 681.12					
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015 RS1	Medical Supplies	20270045	2027	3	INV	\$ 1,150.02	C093026	10984	86354584	Medical Supplies	9/14/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015 RS1	Medical Supplies	20270045	2027	3	INV	\$ 269.90	C093026	10984	86365015	Medical Supplies	9/22/2026
443	BOUND TREE MEDICAL	22512431	Revenue Recovery	22512431 460015 RS1	Medical Supplies	20270045	2027	3	INV	\$ 26.12	C093026	10984	86366671	Medical Supplies	9/23/2026
				22512431 460015 RS1 Total						\$ 1,446.04					
408	MOTOROLA SOLUTIONS,	30331000	Sheriff's Dept CIP	30331000 482000	Sheriff's Equipment Addition	20270402	2027	3	INV	\$ 69,200.00	C093026	11021	1162445281	Purchase in-car cameras	9/11/2026
408	MOTOROLA SOLUTIONS,	30331000	Sheriff's Dept CIP	30331000 482000	Sheriff's Equipment Addition	0	2027	3	INV	\$ 3,034.80	C093026	11022	8282399166	RADIO PARTS/SUPPLIES	9/14/2026
				30331000 482000 Total						\$ 72,234.80					
889	AMAZON MARKETPLACE	30332000	Emergency Services	30332000 481054	Command Vehicle Replacement	0	2027	3	INV	\$ 294.18		0	186528	AMAZON - Extinguishers for new EMS 107	8/31/2026
889	AMAZON MARKETPLACE	30332000	Emergency Services	30332000 481054	Command Vehicle Replacement	0	2027	3	INV	\$ 67.77		0	186530	AMAZON -Supplies for new EMS 107	8/31/2026
				30332000 481054 Total						\$ 361.95					
889	AMAZON MARKETPLACE	30342000	Public Works CIP	30342000 481050	Motor Vehicle & Equip Replace	0	2027	3	INV	\$ 394.73		0	186329	AMAZON - Power inverters and ram mounts community	8/31/2026
				30342000 481050 Total						\$ 394.73					
404	MID-ATLANTIC WASTE S	30342000	Public Works CIP	30342000 481430	Waste Compactors & Containers	20270884	2027	3	INV	\$ 119,700.00	C093026	11019	ESA002062-1	New Compactor, boxes & open top containers	8/28/2026
				30342000 481430 Total						\$ 119,700.00					
1491	JOHNSTONE SUPPLY	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	INV	\$ 3,567.04	C093026	211976	T016478	SUPPLIES	9/8/2026
1491	JOHNSTONE SUPPLY	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	INV	\$ 3,308.02	C093026	211976	T016487	SUPPLIES	9/4/2026
1446	TRANE U.S. INC.	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	INV	\$ 480.00	C093026	212018	22642226	SUPPLIES	9/9/2026
1446	TRANE U.S. INC.	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	INV	\$ 334.00	C093026	212018	22644789	SUPPLIES	9/9/2026
1446	TRANE U.S. INC.	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	INV	\$ 4,278.00	C093026	212018	22667836	SUPPLIES	9/11/2026
1446	TRANE U.S. INC.	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	INV	\$ 1,902.00	C093026	212018	22720512	SUPPLIES	9/18/2026
1446	TRANE U.S. INC.	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	INV	\$ 1,682.00	C093026	212018	22723187	SUPPLIES	9/18/2026
1446	TRANE U.S. INC.	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	CRM	\$ (1,902.00)	C093026	212018	CR-22764559	CREDIT-SUPPLIES	9/24/2026
1446	TRANE U.S. INC.	30342000	Public Works CIP	30342000 482002	HVAC	0	2027	3	CRM	\$ (1,910.00)	C093026	212018	CR-22764597	CREDIT-SUPPLIES	9/24/2026
				30342000 482002 Total						\$ 11,739.06					
84	CAPITAL ELECTRIC	30342000	Public Works CIP	30342000 482502	LED Light Replacements	20270782	2027	3	INV	\$ 741.29	C093026	10987	S062970683.001	LED Lighting for Trev. & Zion Xroads Bunkhouse	9/14/2026
84	CAPITAL ELECTRIC	30342000	Public Works CIP	30342000 482502	LED Light Replacements	20270782	2027	3	INV	\$ 754.94	C093026	10987	S062970683.002	LED Lighting for Trev. & Zion Xroads Bunkhouse	9/23/2026
84	CAPITAL ELECTRIC	30342000	Public Works CIP	30342000 482502	LED Light Replacements	0	2027	3	INV	\$ 716.93	C093026	10987	S063318480.001	FLOOD LIGHTS	9/14/2026
				30342000 482502 Total						\$ 2,213.16					
602	SHORT ELLIOTT HENDRI	30342000	Public Works CIP	30342000 482970	Parking Lot Improvements	20260813	2027	3	INV	\$ 2,116.00	C093026	212014	515902	Engineering for Admin Parking Lot Rehabilitation	9/11/2026
				30342000 482970 Total						\$ 2,116.00					
1488	OUTDOOR ALUMINUM	30371000	Parks & Rec CIP	30371000 482401	Middle School Turf Fields	20270772	2027	3	INV	\$ 5,360.20	C093026	212006	260418	Bleachers for players at Turf Field	9/22/2026
				30371000 482401 Total						\$ 5,360.20					
1349	ASPEN CONSTRUCTION	30382000	Economic Development CIP	30382000 431460	Regional Business Park Project	20251524	2027	3	INV	\$ 804,053.03	C093026	10978	16	SH Regional Business Park Offsite Utilities	9/4/2026
739	JOHNSON, MIRAMIRAN &	30382000	Economic Development CIP	30382000 431460	Regional Business Park Project	20251477	2027	3	INV	\$ 5,511.00	C093026	11008	16-294569	3rd Party Construction Management	9/18/2026
261	TIMMONS GROUP, INC.	30382000	Economic Development CIP	30382000 431460	Regional Business Park Project	20251421	2027	3	INV	\$ 14,300.00	C093026	11038	407736	Construction Admin - SHRBP Utilities	9/8/2026
				30382000 431460 Total						\$ 823,864.03					
143	ELAVON	30382000	Economic Development CIP	30382000 481373 C8203	Amazon (AWS) Infrastructure	0	2027	3	INV	\$ 3.00		0	186460	ELAVON SRV FEE VA DEQ CC - Service Fee	8/31/2026
143	ELAVON	30382000	Economic Development CIP	30382000 481373 C8203	Amazon (AWS) Infrastructure	0	2027	3	INV	\$ 5.00		0	186462	ELAVON SRV FEE VA DEQ CC - Service Fee	8/31/2026
1494	ELEANOR J. KING	30382000	Economic Development CIP	30382000 481373 C8203	Amazon (AWS) Infrastructure	0	2027	3	INV	\$ 1,226.00	C093026	212033	09/21/2026	PARCEL 015-LOUISA WASTEWATER FORCE MAIN	9/21/2026
462	TREASURER OF VIRGINI	30382000	Economic Development CIP	30382000 481373 C8203	Amazon (AWS) Infrastructure	0	2027	3	INV	\$ 120.00		0	186461	VA DEPT OF ENVIRONMENT - Nutrient Credits	8/31/2026
462	TREASURER OF VIRGINI	30382000	Economic Development CIP	30382000 481373 C8203	Amazon (AWS) Infrastructure	0	2027	3	INV	\$ 200.00		0	186463	VA DEPT OF ENVIRONMENT - Nutrient Credit Purchase	8/31/2026
				30382000 481373 C8203 Total						\$ 1,554.00					
679	1ST CHOICE ELECTRICA	50484000	Airport	50484000 433140	Building Repair & Maintenance	0	2027	3	INV	\$ 934.75	C093026	10975	26-3790	REPAIR GATE ISSUE	9/22/2026
				50484000 433140 Total						\$ 934.75					
1202	AUSTIN ELECTRICAL	50484000	Airport	50484000 433200	Maint Service Contracts	0	2027	3	INV	\$ 1,200.00	C093026	10982	0017552-IN	AWOS INSPECTION	9/14/2026
				50484000 433200 Total						\$ 1,200.00					
1202	AUSTIN ELECTRICAL	50484000	Airport	50484000 433202	Maint. of Equipment & Leases	0	2027	3	INV	\$ 1,055.00	C093026	10982	0017556-IN	WC OUTAGE EVAL AND REPAIR	9/14/2026
149	BESLEY IMPLEMENTS	50484000	Airport	50484000 433202	Maint. of Equipment & Leases	0	2027	3	INV	\$ 68.00	C093026	10983	53205	MOWER REPAIRS	9/21/2026
				50484000 433202 Total						\$ 1,123.00					
416	DOMINION ENERGY VIRG	50484000	Airport	50484000 451100	Electrical Service	0	2027	3	INV	\$ 158.99	C093026	211967	0728542002 0926	AIRPORT	9/18/2026
416	DOMINION ENERGY VIRG	50484000	Airport	50484000 451100	Electrical Service	0	2027	3	INV	\$ 239.90	C093				

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
416	DOMINION ENERGY VIRG	50484000	Airport	50484000 451100	Electrical Service	0	2027	3	INV	\$ 209.05	C093026	211967	7945146194 0926	AIRPORT	9/21/2026
416	DOMINION ENERGY VIRG	50484000	Airport	50484000 451100	Electrical Service	0	2027	3	INV	\$ 790.43	C093026	211967	9415877506 0926	AIRPORT	9/21/2026
416	DOMINION ENERGY VIRG	50484000	Airport	50484000 451100	Electrical Service	0	2027	3	INV	\$ 155.78	C093026	211967	9680087369 0926	AIRPORT	9/18/2026
72	RAPPAHANNOCK ELECTRI	50484000	Airport	50484000 451100	Electrical Service	0	2027	3	INV	\$ 209.25	C093026	212007	190836001 0926	AIRPORT	9/22/2026
72	RAPPAHANNOCK ELECTRI	50484000	Airport	50484000 451100	Electrical Service	0	2027	3	INV	\$ 56.25	C093026	212007	190836003 0926	AIRPORT	9/11/2026
385	LOUISA COUNTY WATER	50484000	Airport	50484000 451100 Total						\$ 1,877.18					
				50484000 451300	Water & Sewer Service	0	2027	3	INV	\$ 110.04	C093026	11014	000001 09/21/26	WTR/SWR-AIRPORT	9/21/2026
				50484000 451300 Total						\$ 110.04					
19997	ONE TIME COUNTYPCARD	50484000	Airport	50484000 452100	Postal Service/Postage	0	2027	3	INV	\$ 179.73		0	186378	SAFE SHIP - shipping for forgotten transient ipad	8/31/2026
				50484000 452100 Total						\$ 179.73					
876	VERIZON	50484000	Airport	50484000 452300	Telecommunications	0	2027	3	INV	\$ 148.25	C093026	212025	9671983 090726	AIRPORT	9/7/2026
876	VERIZON	50484000	Airport	50484000 452300	Telecommunications	0	2027	3	INV	\$ 176.09	C093026	212026	9672254 090726	AIRPORT	9/7/2026
				50484000 452300 Total						\$ 324.34					
387	DIRECTV	50484000	Airport	50484000 452341	Satellite Services	0	2027	3	INV	\$ 1.04		0	186659	DIRECTV - Satellite TV	8/31/2026
				50484000 452341 Total						\$ 1.04					
19997	ONE TIME COUNTYPCARD	50484000	Airport	50484000 455300	Food & Lodging	0	2027	3	INV	\$ 487.34	0	186660		WILLIAMSBURG LGD - Conference Lodging	8/31/2026
				50484000 455300 Total						\$ 487.34					
910	AMAZON.COM	50484000	Airport	50484000 460010	Office Supplies	0	2027	3	INV	\$ 16.82	0	186381		AMAZON.COM- address book for vendors and Important	8/31/2026
				50484000 460010 Total						\$ 16.82					
889	AMAZON MARKETPLACE	50484000	Airport	50484000 460025	FBO/Terminal Supplies	0	2027	3	INV	\$ 58.19	0	186663		AMAZON- hand soap for bathrooms	8/31/2026
889	AMAZON MARKETPLACE	50484000	Airport	50484000 460025	FBO/Terminal Supplies	0	2027	3	INV	\$ 742.77	0	186720		AMAZON - Oil and fbo supplies	8/31/2026
910	AMAZON.COM	50484000	Airport	50484000 460025	FBO/Terminal Supplies	0	2027	3	INV	\$ (113.98)	0	186377		AMAZON.COM- Credit for rug never recieved	8/31/2026
1311	NORTHWEST ACE HARDWA	50484000	Airport	50484000 460025	FBO/Terminal Supplies	0	2027	3	INV	\$ (0.27)	0	186494		NORTHWEST ACE - Tax refund	8/31/2026
1311	NORTHWEST ACE HARDWA	50484000	Airport	50484000 460025	FBO/Terminal Supplies	0	2027	3	INV	\$ 112.45	0	186495		NORTHWEST ACE - bucket, electric cord for food tru	8/31/2026
19997	ONE TIME COUNTYPCARD	50484000	Airport	50484000 460025	FBO/Terminal Supplies	0	2027	3	INV	\$ 7.00	0	186376		FAMILY DOLLAR - cups for coffee bar	8/31/2026
19997	ONE TIME COUNTYPCARD	50484000	Airport	50484000 460025	FBO/Terminal Supplies	0	2027	3	INV	\$ 15.25	0	186578		DOLLARTREE - fbo upgrade supplies	8/31/2026
131	SAM'S CLUB	50484000	Airport	50484000 460025	FBO/Terminal Supplies	0	2027	3	INV	\$ 208.08	0	186576		SAMS CLUB.COM - Coffee cart supplies	8/31/2026
				50484000 460025 Total						\$ 1,029.49					
1311	NORTHWEST ACE HARDWA	50484000	Airport	50484000 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 19.99	0	186375		NORTHWEST ACE- Handle for men's room toilet	8/31/2026
1311	NORTHWEST ACE HARDWA	50484000	Airport	50484000 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 21.15	0	186497		NORTHWEST ACE - hooks for flag pole	8/31/2026
1311	NORTHWEST ACE HARDWA	50484000	Airport	50484000 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 47.69	0	186662		NORTHWEST ACE- aufer drain clearing	8/31/2026
1311	NORTHWEST ACE HARDWA	50484000	Airport	50484000 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 15.51	0	186719		NORTHWEST ACE - Supplies for Windsock repair	8/31/2026
777	TRACTOR SUPPLY COMPA	50484000	Airport	50484000 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 19.27	0	186721		TRACTOR SUPPLY CO - windsock repair items	8/31/2026
				50484000 460050 Total						\$ 123.61					
517	DUKE OIL COMPANY, IN	50484000	Airport	50484000 460080	Gasoline & Diesel	0	2027	3	INV	\$ 96.00	C093026	211969	5785	FUEL-MOWER	9/11/2026
543	MANSFIELD OIL COMPAN	50484000	Airport	50484000 460080	Gasoline & Diesel	0	2027	3	INV	\$ 38.77	C093026	11017	1211308	GAS	9/17/2026
				50484000 460080 Total						\$ 134.77					
1124	CAMPBELL OIL	50484000	Airport	50484000 460082	Jet Fuel/AV Gas	0	2027	3	INV	\$ 27,353.02	C093026	10986	375893	AVIATION FUEL	6/18/2026
1124	CAMPBELL OIL	50484000	Airport	50484000 460082	Jet Fuel/AV Gas	20270042	2027	3	INV	\$ 47,081.24	C093026	10986	385803	Aviation Fuel	9/7/2026
1124	CAMPBELL OIL	50484000	Airport	50484000 460082	Jet Fuel/AV Gas	0	2027	3	CRM	\$ (27,942.67)	C093026	10986	CR-375892	CREDIT	6/18/2026
				50484000 460082 Total						\$ 46,491.59					
889	AMAZON MARKETPLACE	50484000	Airport	50484000 460090	Vehicle Supplies	0	2027	3	INV	\$ 813.96	0	186664		AMAZON- Oil for resale	8/31/2026
1311	NORTHWEST ACE HARDWA	50484000	Airport	50484000 460090	Vehicle Supplies	0	2027	3	INV	\$ 11.86	0	186498		NORTHWEST ACE - Glass cleaner	8/31/2026
				50484000 460090 Total						\$ 825.82					
889	AMAZON MARKETPLACE	50484000	Airport	50484000 482003	Office Furniture	0	2027	3	INV	\$ 159.99	0	186382		AMAZON- new coffee bar	8/31/2026
889	AMAZON MARKETPLACE	50484000	Airport	50484000 482003	Office Furniture	0	2027	3	INV	\$ 719.99	0	186493		AMAZON - FBO chair and couches 2nd set	8/31/2026
889	AMAZON MARKETPLACE	50484000	Airport	50484000 482003	Office Furniture	0	2027	3	INV	\$ (539.88)	0	186577		AMAZON - Credit returned set of furniture	8/31/2026
910	AMAZON.COM	50484000	Airport	50484000 482003	Office Furniture	0	2027	3	INV	\$ 113.98	0	186379		AMAZON.COM- rug reorder for lobby	8/31/2026
				50484000 482003 Total						\$ 454.08					
889	AMAZON MARKETPLACE	50484000	Airport	50484000 482070	Office Equipment	0	2027	3	INV	\$ (545.99)	0	186496		AMAZON - Credit for returned printer	8/31/2026
889	AMAZON MARKETPLACE	50484000	Airport	50484000 482070	Office Equipment	0	2027	3	INV	\$ (438.90)	0	186661		AMAZON - Credit for returned printer	8/31/2026
910	AMAZON.COM	50484000	Airport	50484000 482070	Office Equipment	0	2027	3	INV	\$ 545.99	0	186380		AMAZON.COM- correct printer for Kim	8/31/2026
				50484000 482070 Total						\$ (438.90)					
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 175.70	0	186451		AMAZON - discharge plug	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 59.88	0	186454		AMAZON - hose clamp & fittings	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 49.06	0	186483		AMAZON - wheels for office chair & safety vest	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 295.71	0	186544		AMAZON - putty & radio for landfill	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 118.43	0	186641		AMAZON - water pump suction hose	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 398.32	0	186642		AMAZON- trash pump, discharge hose & fittings	8/31/2026
385	LOUISA COUNTY WATER	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 5,603.00	C093026	11014	000618 09/21/26	LECHE DUMP	9/21/2026
895	LOWES	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 15.36	0	186481		LOWES - caps	8/31/2026
333	MAIN STREET PLUMBING	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 34.39	C093026	11016	89PKA	SUPPLIES	9/17/2026
19997	ONE TIME COUNTYPCARD	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 9.00	0	186545		TACTACAM - security camera monthly subscription	8/31/2026
743	SUPPLYHOUSE.COM	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 421.43	0	186449		SUPPLYHOUSE.COM - Pvc ball valve 6"	8/31/2026
743	SUPPLYHOUSE.COM	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 30.11	0	186452		SUPPLYHOUSE.COM - 3" PVC ball valve	8/31/2026
743	SUPPLYHOUSE.COM	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 156.72	0	186477		SUPPLYHOUSE.COM - clamps	8/31/2026
743	SUPPLYHOUSE.COM	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 71.50	0	186479		SUPPLYHOUSE.COM - clamps	8/31/2026
896	ZORO TOOLS INC.	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 737.80	0	186465		ZORO TOOLS INC - fittings, bushings, adapters	8/31/2026
896	ZORO TOOLS INC.	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 114.33	0	186466		ZORO TOOLS INC - PVC adapters	8/31/2026
896	ZORO TOOLS INC.	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 104.57	0	186552		ZORO TOOLS INC - Pipe & bushings	8/31/2026
896	ZORO TOOLS INC.	51542410	Solid Waste/Landfill	51542410 431610	Landfill Operations	0	2027	3	INV	\$ 103.51	0	186553		ZORO TOOLS INC - Pipe & Adapters	8/31/2026
				51542410 431610 Total						\$ 8,498.82					
1484	PROCO COMPANY	51542410	Solid Waste/Landfill	51542410 431612	Tire Recycling	20270714	2027	3	INV	\$ 1,400.00	C093026	11026	159639	Tire Recycling	9/17/2026
				51542410 431612 Total						\$ 1,400.00					
833	VAN DER LINDE RECYCL	51542410	Solid Waste/Landfill	51542410 431820	Tipping Fee/Recyclg Container	20270030	2027	3	INV	\$ 2,714.40	C093026	11041	AUGUST 2026	Disposal of Recycled Materials	8/31/2026
833	VAN DER LINDE RECYCL	51542410	Solid Waste/Landfill	51542410 431820	Tipping Fee/Recyclg Container	20270030	2027	3	INV	\$ 1,560.48	C093026	11041	JULY 2026	Disposal of Recycled Materials	7/31/2026
				51542410 431820 Total						\$ 4,274.88					
1413	LANE'S COMMERCIAL	51542410	Solid Waste/Landfill	51542410 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 2,671.43	0	186327		LANES COMMERCIAL REPA - roll off truck repairs	8/31/2026
1413	LANE'S COMMERCIAL	51542410	Solid Waste/Landfill	51542410 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 2,042.37	C093026	11011	35717	17 MACK-REPAIRS	9/4/2026
1413	LANE'S COMMERCIAL	51542410	Solid Waste/Landfill	51542410 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 4,874.75	C093026	11011	35768	16 MACK-REPAIRS	9/14/2026

VENDOR	VENDOR NAME	ORG	ORG DESC	ACCOUNT	ACCOUNT DESC	PO	YEAR	PERIOD	TYPE	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC	INVOICE DATE
1413	LANE'S COMMERCIAL	51542410	Solid Waste/Landfill	51542410 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 824.60	C093026	11011	35795	16 MACK-REPAIRS	9/9/2026
1413	LANE'S COMMERCIAL	51542410	Solid Waste/Landfill	51542410 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 3,711.59	C093026	11011	35798	17 MACK-REPAIRS	9/7/2026
1413	LANE'S COMMERCIAL	51542410	Solid Waste/Landfill	51542410 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 4,100.04	C093026	11011	35807	16 MACK-REPAIRS	9/15/2026
1413	LANE'S COMMERCIAL	51542410	Solid Waste/Landfill	51542410 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 1,663.26	C093026	11011	35809	20 MACK-REPAIRS	9/23/2026
1413	LANE'S COMMERCIAL	51542410	Solid Waste/Landfill	51542410 433110	Repairs & Maint. of Vehicles	0	2027	3	INV	\$ 3,539.47	C093026	11011	35812	20 MACK-REPAIRS	9/21/2026
				51542410 433110 Total						\$ 23,427.51					
13	CARTER MACHINERY CO.	51542410	Solid Waste/Landfill	51542410 433202	Maint. of Equipment & Leases	0	2027	3	INV	\$ 2,547.90	C093026	10988	7278790	SUPPLIES	9/10/2026
13	CARTER MACHINERY CO.	51542410	Solid Waste/Landfill	51542410 433202	Maint. of Equipment & Leases	0	2027	3	INV	\$ 106.62	C093026	10988	7289707	SUPPLIES	9/15/2026
410	JAMES RIVER EQUIPMEN	51542410	Solid Waste/Landfill	51542410 433202	Maint. of Equipment & Leases	0	2027	3	INV	\$ 178.88	C093026	11005	P50463	SUPPLIES	9/15/2026
372	RIDGEVIEW EQUIPMENT	51542410	Solid Waste/Landfill	51542410 433202	Maint. of Equipment & Leases	0	2027	3	INV	\$ 1,370.85	C093026	212010	78444	EQUIPMENT REPAIRS	9/14/2026
				51542410 433202 Total						\$ 4,204.25					
679	1ST CHOICE ELECTRICA	51542410	Solid Waste/Landfill	51542410 433600	Maintenance Of Refuse Sites	0	2027	3	INV	\$ 240.00	C093026	10975	26-3794	REPLACE POLE LIGHT	9/22/2026
679	1ST CHOICE ELECTRICA	51542410	Solid Waste/Landfill	51542410 433600	Maintenance Of Refuse Sites	0	2027	3	INV	\$ 180.00	C093026	10975	26-3795	REPAIR POLE LIGHT ISSUE	9/22/2026
679	1ST CHOICE ELECTRICA	51542410	Solid Waste/Landfill	51542410 433600	Maintenance Of Refuse Sites	0	2027	3	INV	\$ 120.00	C093026	10975	26-3796	TOUBLESHOOT ISSUE W/ BYPASS SWITCH	9/22/2026
				51542410 433600 Total						\$ 540.00					
264	FIREFLY FIBER BROADB	51542410	Solid Waste/Landfill	51542410 452311	Data Circuit	0	2027	3	INV	\$ 81.99		0	186334	FIREFLY - Phones/Internet Svc	8/31/2026
				51542410 452311 Total						\$ 81.99					
19997	ONE TIME COUNTYPECARD	51542410	Solid Waste/Landfill	51542410 455400	Convention & Education	0	2027	3	INV	\$ 79.00		0	186367	ADAPTRIVING.COM - Driving course for Corey Reynol	8/31/2026
				51542410 455400 Total						\$ 79.00					
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 460010	Office Supplies	0	2027	3	INV	\$ 16.96		0	186483	AMAZON - wheels for office chair & safety vest	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 460010	Office Supplies	0	2027	3	INV	\$ 49.98		0	186484	AMAZON - headset for driver	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 460010	Office Supplies	0	2027	3	INV	\$ 142.49		0	186486	AMAZON - desk chair for scalehouse window	8/31/2026
				51542410 460010 Total						\$ 209.43					
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 107.99		0	186557	AMAZON - ballards R&R sites	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 1,253.94		0	186558	AMAZON - U-shaped ballards	8/31/2026
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 460050	Repair & Maintenance Supplies	0	2027	3	INV	\$ 119.99		0	186559	AMAZON - bollard posts for R&R sites	8/31/2026
				51542410 460050 Total						\$ 1,481.92					
646	JAMES RIVER SOLUTION	51542410	Solid Waste/Landfill	51542410 460080	Gasoline & Diesel	0	2027	3	INV	\$ 4,267.44	C093026	11006	IN-059793	ON ROAD DIESEL	9/13/2026
646	JAMES RIVER SOLUTION	51542410	Solid Waste/Landfill	51542410 460080	Gasoline & Diesel	0	2027	3	INV	\$ 3,917.82	C093026	11006	IN-060933	ON ROAD DIESEL	9/16/2026
				51542410 460080 Total						\$ 8,185.26					
646	JAMES RIVER SOLUTION	51542410	Solid Waste/Landfill	51542410 460081	Off-Road Fuel	0	2027	3	INV	\$ 2,379.48	C093026	11006	IN-060213	OFF ROAD DIESEL	9/14/2026
				51542410 460081 Total						\$ 2,379.48					
889	AMAZON MARKETPLACE	51542410	Solid Waste/Landfill	51542410 460090	Vehicle Supplies	0	2027	3	INV	\$ (81.22)		0	186485	AMAZON - product refund	8/31/2026
				51542410 460090 Total						\$ (81.22)					
19997	ONE TIME COUNTYPECARD	51542410	Solid Waste/Landfill	51542410 460110	Uniforms	0	2027	3	INV	\$ 143.37		0	186568	FULL SOURCE, LLC - work shirts for TIM	8/31/2026
				51542410 460110 Total						\$ 143.37					
				Grand Total						\$ 1,667,057.89					

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:

MOVER: None

SECONDER: None

AYES: None

NAYS: None

ABSTAIN: None

**RESOLUTION AUTHORIZING A PASS THROUGH APPROPRIATION TO FIRE
& EMS FOR THE RADIOLOGICAL EMERGENCY PREPAREDNESS GRANT**

WHEREAS, the jurisdictions surrounding the North Anna Nuclear Power Station must prepare for potential emergencies involving the power station; and

WHEREAS, Dominion Resources, through the Virginia Department of Emergency Management, provides emergency preparedness funding to each locality surrounding the North Anna Power Station; and

WHEREAS, \$36,000 was recently allocated to the County of Louisa specifically for the following projects: \$12,500 for the maintenance of the Citizen Alerting Software, \$5,000 for the Evacuation Assembly Center equipment and supply refresh, \$12,000 for Radio patching gateway equipment and \$6,500 for the Emergency Operations Center Audio Visual upgrade; and

WHEREAS, these items were specifically approved by the Virginia Department of Emergency Management and meet the requirements of the Code of Virginia § 44-146.33 of the Radiological Emergency Preparedness Fund regarding the capabilities to deal with nuclear incidents; and

WHEREAS, this funding was not included in the Fiscal Year 2027 budget and needs to be appropriated at this time.

NOW, THEREFORE BE IT RESOLVED, on this 5th day of October 2026, the Louisa County Board of Supervisors hereby authorizes a pass through appropriation in the amount of \$36,000 for emergency preparedness, as follows:

COUNTY SPECIAL REVENUE GRANTS FUND:

Emergency Preparedness: 20232400-45420 \$36,000

The source of this funding is state funding:

COUNTY SPECIAL REVENUE GRANTS FUND:

Radiological Emergency Preparedness 0202R24-324040-C3205 \$36,000

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION AUTHORIZING A PASS-THROUGH APPROPRIATION FOR FY
2027 STATE FIRE PROGRAMS FUNDING**

WHEREAS, the Treasurer's Office received a total of \$212,175 from the Virginia Department of Fire Programs for Fiscal Year 2027 Funding Allocations to be used for fire protection purposes: and

WHEREAS, these funds are to be used based on the needs of the department as determined by the Fire & EMS Chief; and

WHEREAS, these funds will be disbursed directly by the County on behalf of the department for qualified expenses as determined by the Fire & EMS Chief; and

WHEREAS, this funding was not included in the FY 2027 budget and needs to be appropriated at this time.

NOW, THEREFORE, BE IT RESOLVED on this 5th day of October 2026, that the Louisa County Board of Supervisors authorizes a pass-through appropriation in the amount of \$212,175 to the Department of Fire & EMS for funding and disbursement with the condition that the funding is to be utilized to benefit the department under the guidelines set forth by the Virginia Department of Fire Programs and as approved by the Fire & EMS Chief.

Funding to be distributed as follows:

20232200-456080-C3201	\$70,725.00
20232200-456080-FP1	\$23,575.00
20232200-456080-FP2	\$23,575.00
20232200-456080-FP3	\$23,575.00
20232200-456080-FP4	\$23,575.00
20232200-456080-FP5	\$23,575.00
20232200-456080-FP6	\$23,575.00

The Source of these Funds is Categorical Aid — State Revenue, State Fire Funds (GL# 0202R24-324040-C3201)

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION AUTHORIZING A PASS THROUGH APPROPRIATION TO THE
FIRE & EMS DEPARTMENT FOR AN ASSISTANCE FOR FIREFIGHTER GRANT**

WHEREAS, the Department of Fire and Emergency Medical Services was awarded an Assistance for Firefighter grant in order to purchase firefighting turnout gear; and

WHEREAS, many of the County's firefighters have only one set of firefighting turnout gear; and

WHEREAS, the Assistance for Firefighters (AFG) grant program provides assistance to departments for critical equipment needs and safety initiatives; and

WHEREAS, the cost of the equipment is approximately \$137, 025 with the grant providing 90% of the funding in the amount of \$124,568.18 and the County paying \$12,456.82 of the cost.

NOW, THEREFORE BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors authorizes a pass-through appropriation to the Department of Fire & EMS AFG Equipment (20232300-482000-C3211) in the amount of \$137,025 to purchase firefighting turnout gear. The source of funding is AFG Grant Program (0202R32-332010-C3211 in the amount of \$124,568.18 and general fund balance in the amount of \$12,456.82.

A Copy, teste:

Christian R. Goodwin, Clerk

Board of Supervisors
Louisa County, Virginia

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION AUTHORIZING A PASS-THROUGH APPROPRIATION TO THE
LAKE ANNA ADVISORY COMMITTEE FOR GRANT FUNDING FROM THE
VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION**

WHEREAS, the Virginia Department of Conservation and Recreation (DCR) was authorized to provide \$750,000 to support harmful algal bloom mitigation and remediation efforts at Lake Anna and \$30,000 to support buoy maintenance and hydrilla mitigation activities at Lake Anna, per the language in HB30 (Chapter 1) Item 362.W.; and

WHEREAS, funding has been received by the County of Louisa, who will serve as fiscal agent for the Lake Anna Advisory Committee, for the aforementioned purpose; and

WHEREAS, this funding was not included in the FY2027 budget and needs to be appropriated at this time.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby authorizes a budget supplement to the Lake Anna Advisory Committee DCR Mitigation Grant (20282200-456471-C8204) in the amount of \$780,000. The Source of funding is Virginia Department of Conservation and Recreation Mitigation Grant Revenue (0202R24-324040-C8204).

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia

MEMORANDUM OF AGREEMENT (MOA)

Background:

The Virginia Department of Conservation and Recreation (DCR) was authorized to provide seven-hundred-fifty-thousand dollars (\$750,000) the first year and five-hundred-thousand dollars (\$500,000) the second year from the general fund to support harmful algal bloom mitigation and remediation efforts at Lake Anna, per the language in HB30 (Chapter 1) Item 362.S.

Also, DCR was authorized to provide thirty-thousand dollars (\$30,000) the first year and thirty-thousand dollars (\$30,000) the second year from the general fund to support buoy maintenance and hydrilla mitigation activities at Lake Anna, per the language in HB30 (Chapter 1) Item 362.W.

Purpose:

The purpose of this Memorandum of Agreement is to document the agreement between the Lake Anna Advisory Committee (LAAC), Louisa County and the DCR regarding the utilization of this funding as specified to support the harmful algal bloom and hydrilla mitigation and remediation along with buoy maintenance at Lake Anna.

Parties:

Christopher McCotter
Lake Anna Advisory Committee, Chairman
1 Woolfolk Avenue, Suite 301
Louisa, VA 23093

Christian Goodwin, County Administrator
Louisa County
1 Woolfolk Avenue, Suite 301
Louisa, VA 23093

Nikki Rovner, Director
Virginia Department of Conservation and Recreation
600 East Main Street, 24th Floor
Richmond, VA 23219

Period of Agreement:

This Memorandum of Agreement shall remain in effect until the funding provided by HB30 (Chapter 1) Items 362.S. and 362.W. are fully and properly expended.

Documentation Requirement:

Louisa County and the LAAC shall maintain records in the form of an accounting which will document at a minimum and in itemized form, the recipient, amount, date of payment and purpose for each and every expenditure of DCR funds. This shall include documentation that the funds were used as directed by LAAC and explicitly for harmful algal bloom and hydrilla mitigation and remediation along with buoy maintenance activities at Lake Anna. The accounting documentation shall be regularly updated and be made available to DCR upon request. In addition to the accounting, such records shall be summarized into a report that shall be submitted to DCR on an annual basis prior to the end of any given fiscal year.

Effect of Improper Expenditures

In the event that Louisa County and the LAAC make expenditures of DCR funds that are not specifically related to harmful algal bloom and hydrilla mitigation and remediation along with buoy maintenance activities, then the entity responsible for issuing said improper expenditure shall be liable for the expenditure and shall reimburse the Commonwealth for the exact dollar amount from their own funds within a reasonable amount of time. Failure to reimburse the Commonwealth shall create an enforceable cause of action for breach of contract that may be enforced by DCR.

In the event that DCR is compelled to seek judicial enforcement of this Agreement, then the prevailing party shall be entitled to recover their court costs, expenses and legal fees.

Entire Agreement

This written Agreement represents the entire agreement between the parties and any prior communications regarding the arrangement between the parties or any prior promises are considered to be null and void.

Applicable Law

This Agreement shall be governed by and interpreted in accordance with the laws of the Commonwealth of Virginia.

Severability

In the event that any term, provision or condition of this Agreement shall be held by a Court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect.

Non-Transferrable

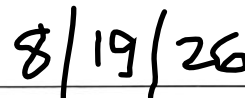
This Agreement is non-transferrable and the rights and obligations described herein shall not be assigned or transferred to any third-party.

By signing this Agreement, all parties agree to adhere to the above terms and conditions.

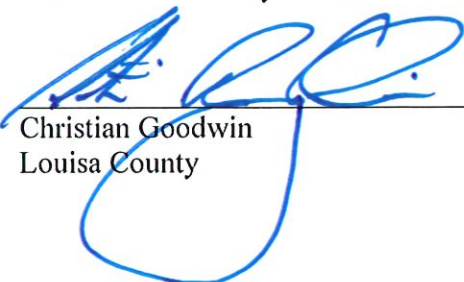
Authorizing Signatures:



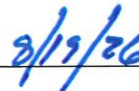
Christopher McCotter
Lake Anna Advisory Committee



Date



Christian Goodwin
Louisa County



Date

Nikki Rovner
Virginia Department of Conservation and Recreation

Date

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:

MOVER: None

SECONDER: None

AYES: None

NAYS: None

ABSTAIN: None

A RESOLUTION PROCLAIMING OCTOBER 4-10, 2026 AS NATIONAL 4-H WEEK

WHEREAS, Louisa County 4-H is an admirable positive youth development program which has provided life skill learning for youth ages 5-19 in the County so that the whole child, including head, heart, hands, and health, might step up to the challenges of a complex and changing world with confidence; and

WHEREAS, 4-H, as part of the Virginia Cooperative Extension Program of Virginia Tech and Virginia State, is a program where youth learn through opportunities that provide them hands-on experiences in 4-H's mission mandates of science, engineering and technology, healthy living, and citizenship; and

WHEREAS, 4-H is the Nation's largest youth development organization with more than 6 million 4-H youth in urban neighborhoods, suburban schoolyards, and rural farming communities, who stand out among their peers, building revolutionary opportunities and implementing community-wide change at an early age; and

WHEREAS, 4-H in Louisa County claims over 2,500 members in clubs, camping, and in-school programs; and

WHEREAS, 4-H in Louisa County undoubtedly would not have achieved the success it has today were it not for the service of 160 volunteers, who have given generously of their time, talents, energies, and resources to the youth of the community.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October, 2026, that the Louisa County Board of Supervisors hereby proclaim October 4-10, 2026, as National 4-H Week in Louisa County and urges the people of the community to take advantage of the opportunity to become more aware of this special program that enhances young people's interests in their futures as part of the 4-H Youth Development and to join in recognizing the unique partnership between the County and the State University System.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:

MOVER: None

SECONDER: None

AYES: None

NAYS: None

ABSTAIN: None

**A RESOLUTION APPROVING ADDITIONAL FY2026 BUDGET RE-
APPROPRIATIONS**

WHEREAS, the Fiscal Year 2026 (FY) appropriation for O & M and capital projects contained encumbrances, projects and grants that are not complete as of June 30, 2026; and

WHEREAS, the Louisa County Board of Supervisors approved funding for most of these items on September 8, 2026, but additional purchase orders have been identified and also need to be reappropriated in FY27; and

WHEREAS, the Louisa County Board of Supervisors approved funding for these encumbered items and grants in the previous fiscal year, but said appropriation lapsed on June 30, 2026, in conformance with the Code of Virginia; and

WHEREAS, funds in the General Operational and Capital Improvement Fund Balances are designated to pay these obligations.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby approves the additional Fiscal Year 2026 re-appropriations as detailed in the attached schedule.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia

County of Louisa, Virginia
Reappropriation of Budgeted Funds
From Fiscal Year 2026 to Fiscal Year 2027 - Additional carryovers

O&M Funding

Destination GL#	Description	Amount	Purchase Order	Total Amount	Other Notes
			Amount		
Munis #					
L1100MRE-454110	Copiers		\$119.95	\$119.95	PO 20262026
L2130INF-436100	Public Relations		\$3,969.00	\$3,969.00	PO 20262344
L1310ASI-458100	Dues & Memberships		\$1,589.00	\$1,589.00	PO 20262050
L1310SPD-460400	Software		\$6,435.00	\$6,435.00	po 20262364
L1310SPD-431200	Professional Services		\$2,000.00	\$2,000.00	po 20262365
	Source of Funds: General Fund	\$0.00	\$14,112.95	\$14,112.95	
30382000-431460	RBP Utilities		\$1,211,599.57	\$1,211,599.57	Timmons -20241155; Landmark - 20241156, JMT - 20251477, Aspen - PO#20251524; Timmons- PO# 20251421
30382000-481373-C8203	AWS Water Project	\$16,500.00	\$1,737,094.44	\$1,753,594.44	PO#20251400 JMT; PO#20251096 Louisa Infrastructure LLC
30382000-481374	Ferncliff WWTP upgrades		\$42,100.00	\$42,100.00	MEB Contractors-PO 20262064
		\$16,500.00	\$2,990,794.01	\$3,007,294.01	
	Sources: CIP Fund Balance	\$16,500.00	\$3,004,906.96	\$3,021,406.96	

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION TO APPROVE AND AWARD A CONTRACT FOR JANITORIAL
SERVICES AT THE LOUISA COUNTY AIRPORT**

WHEREAS, Request for Proposals # LKU-27-01 was issued on September 10, 2026, to solicit bids for Janitorial Services at the Louisa County Airport; and

WHEREAS, this solicitation was advertised on the County's website, on eVa, Virginia's online e-procurement portal; sent directly to interested parties; and

WHEREAS, bids were due by 3:30 p.m. on September 21, 2026, at the Louisa County Administration Building; and

WHEREAS, twelve (12) proposals were received; and

WHEREAS, Fulfillment Cleaning Services was deemed the most qualified and will meet the needs of the county; and

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby authorizes the County of Louisa to enter into a contract with Fulfillment Cleaning Services for Janitorial Services at the Louisa County Airport, so long as such contract is consistent with the Request for Proposals and only after the County Attorney for Louisa County, Virginia approves such contract as to form.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia



COUNTY OF LOUISA

MEMORANDUM

TO: The Honorable Members of the Board of Supervisors

FROM: Sam Massie, Purchasing Coordinator
Brittany Shupe, Airport General Manager

CC: Christian Goodwin, County Administrator

DATE: September 28, 2026

RE: A Resolution to Approve and Award a Contract for Janitorial Services at the Louisa County Airport

I. Background:

a. Project Description

The County of Louisa is requesting bids for a Contractor to provide janitorial services at the Louisa County Airport, hereinafter referred to as the Airport, and which is located at 335 Industrial Drive Louisa, VA 23093.

b. Need

The airport is not pleased with the current contract and have since cancelled the contract. County janitorial staff are unable to provide these services.

c. Project Budget

Funds for such services are included in the Airport budget, under 50484000-431602.

d. Request for Proposals

On September 10, 2026, the County issued a Request for Proposals inviting qualified contractors to submit proposals for janitorial services at the Louisa County Airport. Louisa County will select the vendor(s) who they determine most closely satisfies the needs of the County. There is no requirement for acceptance of the lowest cost of service offered, and specific requirements may be waived or amended at the discretion of the County.

- e. The Selection Committee consisted of Brittany Shupe, Airport Manager, Kimberly Zera, Administrative Assistant, and Sam Massie, Purchasing Officer.

II. Current Situation:

a. Proposals

Twelve (12) proposals were received by the closing date of September 21, 2026.

b. Short Listed Firms

Negotiations and interviews with the following firms were conducted:

- Bridging the Gap Cleaning Services, LLC
- Fulfillment Cleaning Services
- Mclean Rae Group, LLC dba Mclean Rae Janitorial
- Zaatar Services, Inc.

c. Selected Firms

After careful consideration, Fulfillment Cleaning Services was determined to be the most qualified firm to meet the needs of the County.

d. Justification

The selected vendor had the lowest rates, along with excellent references. They already work in the county and offered an additional product of electro-static sprayer for in-depth cleaning during seasons of high illness.

III. Recommendation

The recommendation is for the Board of Supervisors to approve and award the contract for Janitorial Services at the Louisa County Airport with Fulfillment Cleaning Services for a period of one year beginning October 6, 2026, through October 5, 2027, with an option to renew two successive one year terms upon mutual agreement.

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION TO APPROVE AND AWARD A CONTRACT FOR BENEFITS
CONSULTING SERVICES**

WHEREAS, Request for Proposals (RFP) # HR-27-01 was issued on August 5, 2026, to solicit proposals for Benefits Consulting Services; and

WHEREAS, this solicitation was advertised on the County's website, on eVA (the Virginia Procurement website); sent directly to the incumbent; and

WHEREAS, proposals were due by 3:30 p.m. on September 1, 2026, at the Louisa County Administration Building; and

WHEREAS, nine (9) proposals were received; and

WHEREAS, USI Insurance Services, LLC was deemed the most qualified and will meet the needs of the county.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby authorizes the County of Louisa to enter into a contract with USI Insurance Services, LLC for Benefits Consulting Services, so long as such contracts are consistent with the Request for Proposals, and only after the County Attorney for Louisa County, Virginia approves such contracts as to form.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia



COUNTY OF LOUISA

MEMORANDUM

TO: The Honorable Members of the Board of Supervisors

FROM: Sam Massie, Purchasing Officer
Griff Carmichael, Human Resources Director

CC: Christian Goodwin, County Administrator

DATE: September 28, 2026

RE: A Resolution to Approve and Award the Contract for Benefits Consulting Services

I. Background:

a. Project Description

The County of Louisa and the Louisa County Public Schools invited qualified firms to provide proposals for benefit consulting services to include assistance with benefit design, bidding and evaluation, contract negotiation, on-going evaluation and plan modification, compliance and reform education and maintenance, and other services required to obtain and maintain a competitive benefits program.

b. Need

The County requires assistance with the following:

Provide benefits information to enable the County to make effective decisions in developing an overall Employee Benefits Program that is comprehensive and meets established objectives with respect to cost and competitiveness with the goal of attracting and retaining employees.

Recommend alternative Benefit Plans designs, delivery systems, funding and communication methods as dictated by environmental / regulatory changes and emerging technologies.

Provide information on health benefits issues, trends, possible new benefits, and proposed or new legislation.

Track and report progress of Benefit Plans on a quarterly basis, coordinating with benefit providers to obtain relevant performance data. Provide analysis of Benefit Plan performance (i.e. Health Care Plan -- Premiums vs. Claims).

Review the County Employee Benefits Program on a continuing basis to ensure that the Plans are in compliance with government regulations.

Provide, upon request, consultation and guidance with respect to all Benefit Plans
Provide consultation and guidance with respect to governmental mandates such as PPACA, FMLA, COBRA, HIPAA, ADA, USERRA etc.

Advise and assist the County with required Benefit Plan communications to employees annually, during benefits enrollment and as regulatory changes occur.

Advise and assist the County as necessary or requested in developing, implementing and conducting the annual Open Enrollment.

Assist with resolution of specific claims when requested by the County.

Provide estimates of renewal rates and assist County staff in preparation of budget and expenditure projections for benefits.

Evaluate appropriateness of alternative financing mechanisms such as employee contributions and conventional insurance. Recommend and assist in structuring various retention levels, stop-loss limits, etc.

Assist in drafting, reviewing, issuing and evaluating requests for proposals (includes identification of appropriate markets).

Assist and advise the County in contract negotiations/renewals (includes review for accuracy of coverage, compliance, terms and conditions).

Analyze vendors' proposals and provide a written assessment based upon the County's selection criteria and timeframe.

Work in coordination with the County to acquire needed insurance policies, contracts, clarifications, execution of documents, other required documents, and services, as needed during the County's RFP process and/or at any time during the contract period.

c. Project Budget

Funds for such services are included under GL# 10012120-431310.

d. Request for Proposals

On August 5, 2026 the County issued a Request for Proposals inviting qualified vendors to submit proposals to provide benefits consulting services. Louisa County will select the vendor(s) who they determine most closely satisfies the needs of the County. There is no requirement for acceptance of the lowest cost of service offered, and specific requirements may be waived or amended at the discretion of the County.

- e. The Selection Committee consisted of Griff Carmichael, Human Resources Director; Wanda Colvin, Finance Director for Louisa County; David Baker, Finance Director for Louisa County Public Schools; Shanice Goode; Victoria McCormick; Lori Lyons; Faye Stewart; Christy Talley; and Sam Massie, Purchasing Officer.

II. Current Situation:

a. Proposals

A Request for Proposals was issued on August 05, 2026. Nine (9) proposals were received by the closing date of September 1, 2026.

- Alliant Insurance Services, Inc.
- Gallagher Benefit Services, Inc.
- HUB International, Ltd
- Innovative Insurance Group, LLC
- Digital Insurance dba OneDigital
- Mark III Brokerage, Inc.
- Marsh McLennon Agency
- MoonK Films Devoted, LLC
- USI Insurance Services, LLC

b. Short Listed Firms

The selection committee reviewed and evaluated the proposals. Interviews and negotiations with the following firms were conducted:

- Innovative Insurance Group, LLC
- Digital Insurance dba OneDigital
- Mark III Brokerage, Inc.
- Marsh McLennon Agency
- USI Insurance Services, LLC

c. Selected Firm

After careful consideration, USI Insurance Services, LLC was determined to be the most qualified firm to meet the needs of the County.

d. Justification

During the interview and negotiation process, USI Insurance Services, LLC was able to provide services beyond what we currently have for a slight increase over what we currently pay.

USI Insurance Services, LLC already use the software that will make transfer of employee data simpler. They also asserted they would be able to handle the enrollment needs with our current health insurance firm electronically.

USI Insurance Services, LLC is also a Virginia firm, and they were very responsive to any information requests.

They are a larger firm with resources that are available to the County's and Schools in regards to upcoming legal compliance.

e. Cost

The County of Louisa and Louisa County Public Schools agree upon an annual fee of \$59,500.00.

III. Recommendation

The recommendation is for the Board of Supervisors to approve and award a contract for benefits consulting services with USI Insurance Services, LLC for a period of one year beginning October 20, 2026 and ending October 19, 2027, with the option to renew for three additional one year terms.



Louisa Residency

Louisa County Monthly Report August 2026

Maintenance Activities:

- Ditching: **848 Linear Feet**
- Ditch Inspection: **2090 Linear Feet**
- Shoulder Repair: **1.7 Miles**
- Grading: **10.5 Center Line Miles**
- Pipe Replacement: **207 linear Feet**
- Pipe Inspection: **573 Linear Feet**
- Machine Mowing: **302.5 Acres**
- Road Sweeping: **0.1 Lane Miles**
- Tree Trimming: **0.8 Shoulder Miles**
- Brush Removal: **2.1 shoulder miles**
- Debris: **260.5 CYD's**
- Potholes Filled: **802**
- Machine Patching: **37 Tons**

Work Orders Requests:

- Total Requests: 368
- Work Orders Closed: 341
- Work Orders Open: 27

Land Use Summary:

TYPE	Number Received	Number Complete	Number Under Review	Average Review Days	% Complete within 30 days
Plat	0	0	0	0	NA
Site Plan	5	5		26	60%
Signal	1	1	0	2	100%
Deed of Dedication	1	1	0	9	100%
TIA	1	1	0	28	100%
Utilities	13	13		13	100%

Land Use Permits:

Issued: 14

Completed: 1

Construction Projects:

SR-695 (Hamilton Road) Bridge Replacement

Estimated Completion: Fall 2026

Pavement Resurfacing Schedules:

UPC: 127466: Town of Louisa Routes 22 & 33 Scheduled for September.

- **PM7A-967-F26, P401 (UPC 127451)** Pavement overlay various routes.
NTP: March 30, 2026
Scope: Plant Mix
Estimated contract completion date: November 20, 2026
- **ST7A-967-F26, P401 (UPC 127448)** Various routes
NTP: March 02, 2026
Scope: Plant Mix
Estimated contract completion date: October 18, 2026
- **LM7A-967-F26, P401 (UPC 127446)** Various routes
NTP: Feb 11, 2026
Scope: Plant Mix
Estimated contract completion date: October 18, 2026

Statewide Paving Status Map (Public) 2026

Planning Studies Underway:

Safety/Speed Study on Bumpass Road (Route 601) in the Jackson District

Speed Study on Cedar Hill Road (Route 656) in the Cuckoo District

Report a Road Problem: 1-800 FOR ROAD (1-800-367-7623)

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

A RESOLUTION TO UPDATE THE COUNTY'S PROCUREMENT POLICY MANUAL

WHEREAS, the County's Procurement Ordinance was initially adopted in 2005 and the Board adopted the County of Louisa Procurement Policy Manual in October 2019; and

WHEREAS, updates and revisions are required to the County's Procurement Policy Manual from time to time; and

WHEREAS, the updated manual is attached.

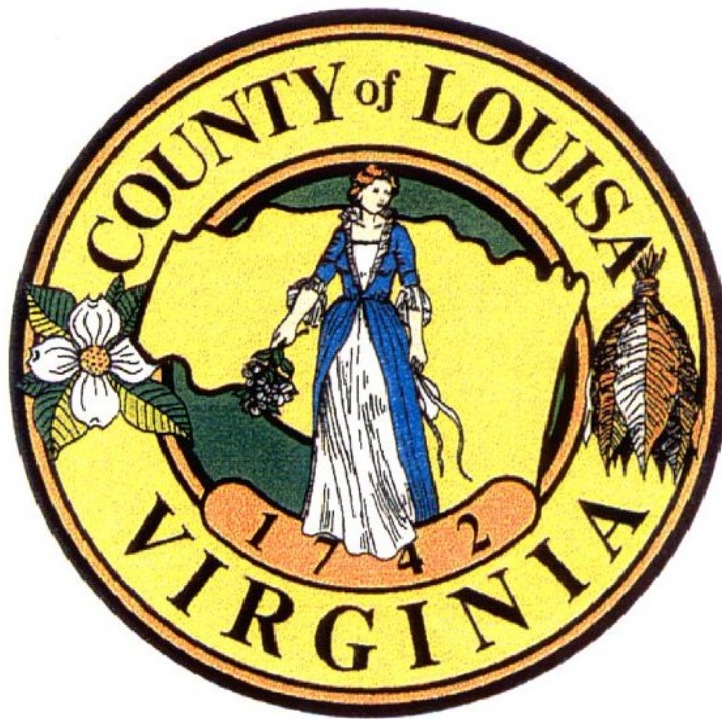
NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby approves and adopts the attached updates to the County of Louisa Procurement Policy Manual.

BE IT FURTHER RESOLVED, that the Louisa County Board of Supervisors hereby directs the County Administrator to take appropriate steps to ensure compliance with these policies.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia

PROCUREMENT POLICY MANUAL



COUNTY OF LOUISA, VIRGINIA

Department of Finance
Purchasing
1 Woolfolk Avenue; Suite 304
Louisa, Virginia 23093

|

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CHAPTER 1

GENERAL PROCUREMENT POLICIES

In this Chapter look for . . .

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- 1.2 Bid Invitations, Requests for Proposals and Responses
- 1.3 Bonds
- 1.4 Contractor License Requirements
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- 1.17 Standards of Conduct
- 1.18 Tie Bids
- 1.19 Protection of Personally Identifiable Information

Annexes

- 1-A Procurement Methods Flowchart
- 1-B Summary of Procurement Policies
- 1-C Standard Erosion and Sediment Control Performance Bond
- 1-D Standard Road Improvements Performance Bond

1. **General.** The policies contained in this chapter are applicable to the procurement of goods and nonprofessional services and have been developed to clarify and implement the various provisions of the *Code of Virginia's Public Procurement Act*. Annex 1-A provides a flowchart depicting the methods of procurement and when each method should be used. Annex 1-B contains a summary of procurement policies.

1.1 **Delegation of Authority.**

(a) The Purchasing Agent (which is the County Administrator) shall serve as the principal public purchasing official for the County, and shall be responsible for the procurement of all goods, services, insurance and construction. The Purchasing Agent also shall be responsible for managing and disposing of surplus materials.

(b) The Purchasing Agent shall conduct all purchasing activities in compliance with the terms of this policy.

(c) The Purchasing Agent shall prepare forms and regulations for the purpose of implementing the provisions of this policy. These forms and regulations shall be prepared within the parameters of this policy and shall be deemed a part of this policy. A copy of the forms and policy changes will be provided to the Board when changes are deemed necessary, along with a summary of any changes made.

(d) The Board expressly delegates to the County Administrator the duty, power and authority to act in its name when carrying out the provisions of this policy.

(e) The County Administrator is authorized to enter into contracts for procurements in value of \$100,000 or less. The Finance Director is authorized to enter into contracts for procurements in value of \$30,000 or less. Procurements of more than \$100,000.00 shall be authorized by the Board.

(f) No County official, elected or appointed, nor any County employee shall purchase or contract for any goods, services, insurance or construction except as provided in this policy. Any purchase made contrary to the provisions of this policy shall be void at the option of the Board of Supervisors. Notwithstanding the foregoing, any and all such contracts which are made contrary to this policy but which are not voided by the Purchasing Agent and are not otherwise contrary to law shall be deemed compliant with this policy and shall be performed and enforced according to their terms and according to any terms of this policy not inconsistent therewith.

1.2 **Bid Invitations, Requests for Proposals and Responses.**

- a. **Adequate Competition.** A sufficient number of sources must be solicited for the procurement of goods or services consistent with the method of procurement used.
- b. **Instructions for Identifying Bids.** Instructions for identifying and addressing bids or proposals shall be included with the solicitation.
- c. **Amending a Solicitation.** If it is necessary to amend a solicitation, prepare, post, and send an addendum to all potential bidders or offerors who received a copy of the solicitation or who attended a prebid or preproposal conference. Signed acknowledgment of addenda must be returned to the purchasing office with the bid or proposal. Failure to return the addendum may be grounds for declaring the bid nonresponsive. When an addendum is issued that extends the time for the vendor to prepare a solicitation response, the opening date should be adequately extended (see Annex 4-F for example addendum).
- d. **Canceling a Solicitation.** An Invitation for Bid, a Request for Proposal, any other solicitation, or any and all bids or proposals, may be canceled or rejected. When canceling a written solicitation, all vendors who have been issued a solicitation must be notified, and the notice must be publicly posted. The reason for cancellation shall be made a part of the contract file. A public body shall not cancel or reject an Invitation for Bids, a Request for Proposal, any other solicitation, bid or proposal solely to avoid awarding a contract to a particular responsive and responsible bidder or offeror (*Code of Virginia*, § 2.2-4319). Return sealed bids or proposals on canceled solicitations unopened if hard copy bids or proposals are received. If a solicitation is canceled after receipt and opening of bids or proposals, original documents will remain a part of the procurement transaction file. Bidders or Offerors should be notified in writing that the solicitation has been canceled and that duplicate proposals, if provided, will be destroyed unless the Offeror requests their return.
- e. **Receipt of Bids or Proposals.** Bids or proposals should be received in the Purchasing Officer's Office. The computer clock should be used to establish receipt times. When bids or proposals are received, the bids or proposals shall be date stamped and the time noted on the envelope/package showing the time of receipt. The bid or proposal receipt time deadline must strictly comply with the date and time stated in the solicitation. The purchasing officer shall be responsible for deciding when the receipt deadline has arrived and should announce wording to the effect that, "Bids/Proposals for solicitation number ___ are now closed. No further bids/proposals will be accepted." It is the responsibility of the bidder or offeror to have the bid or proposal at the specified location by the appointed time.

Sealed Bids. Sealed bids must be held unopened in a secure area until the date and time established for opening in the solicitation. Bids may be submitted electronically through the eVA online submission portal, which stays locked until the due date and time comes to pass. They shall then be publicly opened, and only the following information is read aloud:

- bidders' names;
- unit prices or lot prices, as may be applicable; and
- brand names and model numbers, if requested by the attendees.

Questions on other bid contents should not be answered until after evaluation is complete and an award decision has been made.

Sealed Proposals. Public openings are not required by law for proposals submitted under competitive negotiation, but doing so avoids the appearance of impropriety. Proposals may be submitted electronically through the eVA online submission portal, which stays locked until the due date and time comes to pass. If a public opening of proposals is conducted, only the names of the firms submitting proposals shall be disclosed. Questions on the proposals of other offerors should not be answered until after evaluation and negotiations are complete and an award decision has been made.

Late Bids or Proposals. Bids or proposals received after the date and time specified for receipt in the solicitation, shall not be considered. Late sealed bids or proposals shall not be accepted or shall be marked “late” and a notification should be sent via email or phone call to the bidder or offeror.

- f. **Acceptable Bid/Proposal Signatures.** The bid or proposal and all addenda returned by the bidder or offeror by facsimile must be signed. The original bid or proposal must be signed. The person signing the bid or proposal must be a person authorized by the bidder or offeror to sign bids or proposals. Typewritten or stamped signatures are not acceptable. The person signing must include his or her title, and if requested, must verify his or authority to bind the company to the contract. Failure to sign the face of the bid/proposal in the space provided will result in rejection of the bid/proposal unless the unsigned bid/proposal is accompanied by other signed documents indicating the bidder’s/offeror’s intent to be bound.
- g. **Withdrawal/Amending/Altering/Mistakes in Bids.** In regard to mistakes in bid, if the lowest apparent responsive bid is 25% or more lower than the next low bid, the bidder should be contacted to confirm the bid price. This does not relieve a bidder from the responsibility for the submission of a correct bid. If the bidder then alleges a mistake in bid and can verify to the purchasing office’s satisfaction that it was a nonjudgmental mistake, the bid may be withdrawn.
- h. **Bid Evaluation.** As soon as practical after the opening, the bids should be evaluated and an award made to the lowest responsive and responsible bidder. Any bidder who, despite being the apparent low bidder, is determined not to be a responsive or responsible bidder shall be notified in writing.
- i. **Alternate Bids.** An alternate bid is a bid submitted in knowing variance from the specifications and must be clearly distinguished as an alternate by the bidder. Frequently, alternate bids incorporate the latest in technology and can result in substantial savings, not only in monetary terms, but also in system-wide operational efficiencies. Buying offices may not accept alternate bids; however, they may reject all bids and rebid the requirement with a revised specification incorporating features of the alternate.
- j. **Single Response to a Solicitation.** There are occasions when only one bid or proposal is received for a solicitation, even though multiple sources are solicited. When considered to have a significant budgetary impact and competitive sources are known to exist, the buyer should investigate to determine why other bidders or offerors did not respond and make a determination whether to award or to reject the bid or proposal and resolicit. If it is determined to make the award based on a single response, the buyer must make a written determination that the price is fair and reasonable.

1.3 **Bonds**

- a. **Bid Bonds.** When deemed advantageous to the County, all bids or proposals for construction contracts in excess of \$350,000 shall be accompanied by a bid bond from a surety company selected by the bidder that is legally authorized to do business in Virginia, as a guarantee that if the contract is awarded to such bidder, that bidder will enter into the contract for the work specified in the bid. The amount of the bid bond shall not exceed five percent of the amount bid (*Code of Virginia*, § 2.2-4336)..
 - (1) No forfeiture under a bid bond shall exceed the lesser of (i) the difference between the bid for which the bond was written and the next low bid, or (ii) the face amount of the bid bond.
 - (2) Nothing in this section shall preclude the County from requiring bid bonds to accompany bids or proposals for construction contracts anticipated to be less than \$350,000.
- b. **Performance and Payment Bonds.**

- (1) Upon the award of any (i) public construction contract exceeding \$350,000 awarded to any prime contractor, or (ii) construction contracts exceeding \$350,000 awarded to any prime contractor requiring the performance of labor or the furnishing of materials for buildings, structures or other improvements to real property owned by the County; the contractor shall furnish to the public body the following bonds (*Code of Virginia*, § 2.2-4337):
 - (a) A performance bond in the sum of the contract amount conditioned upon the faithful performance of the contract in strict conformity with the plans, specifications, and conditions of the contract. The Community Development Department requires an Erosion and Sediment Control Performance Bond and Road Improvements Performance Bond for certain projects (see Annex 1-C and 1-D for standard bond forms).
 - (b) A payment bond in the sum of the contract amount. The bond shall be for the protection of claimants who have and fulfill contracts to supply labor or materials to the prime contractor to whom the contract was awarded, or to any subcontractors, in furtherance of the work provided for in the contract, and shall be conditioned upon the prompt payment for all materials furnished or labor supplied or performed in the furtherance of the work. "Labor or materials" shall include public utility services and reasonable rentals of equipment, but only for periods when the equipment rented is actually used at the site.
 - (2) Each of the bonds shall be executed by one or more surety companies selected by the contractor that are authorized to do business in Virginia and approved by the County Attorney. Each of the bonds shall be filed with the County or a designated official thereof.
 - (3) Nothing in this section shall preclude the County from requiring payment or performance bonds for construction contracts below \$350,000.
 - (4) Nothing in this section shall preclude the contractor from requiring each subcontractor to furnish a payment bond with surety thereon in the sum of the full amount of the contract with such subcontractor conditioned upon the payment to all persons who have and fulfill contracts which are directly with the subcontractor for performing labor and furnishing materials in the prosecution of the work provided for in the subcontract (*Code of Virginia*, § 2.2-4337).
- c. **Bonds on Other Than Construction Contracts.** The County may require bid, payment, or performance bonds for contracts for goods or services if provided in the Invitation for Bids or Request for Proposal.
 - d. **Alternative Forms of Security.** A certified check or cash escrow in the face amount required for the bond may be accepted in lieu of a bid, payment, or performance bond. If approved by the County Attorney, a bidder may furnish a personal bond, property bond, or bank or savings institution's letter of credit on certain designated funds in the face amount required for the bid, payment, or performance bond. Approval shall be granted only upon a determination that the alternative form of security proffered affords protection to the County equivalent to a corporate surety's bond.

1.4 **Contractor License Requirements.**

- a. **Contractor Licensing and Registration.** State statutes and regulatory agencies require that some contractors be properly registered and licensed, or hold a permit, prior to performing specific types of services. Those services include but are not limited to the following:

<u>Service</u>	<u>Regulatory Agency</u>
Construction-Type	Department of Professional & Occupational Regulation
Pesticide Application	Department of Agriculture & Consumer Services
Asbestos Service, Security Alarm System Installation Fire Alarm System Installation	Department of Professional & Occupational Regulation

Private Security Services
Locksmith Services

Department of Criminal Justice Services

Treatment, Storage, Handling,
Transportation, or Disposal of Hazardous
Waste or Hazardous Radioactive Material

Department of Environmental Quality

It is the contractor's responsibility to comply with the rules and regulations issued by state regulatory agencies.

- b. **Construction, Removal, Repair or Improvement.** If a procurement of \$1,000 or more involves construction, removal, repair or improvement of any building or structure permanently annexed to real property or any other improvement to such real property, the contractor must possess one of the following licenses issued by the State Board for Contractors for the type of work involved (*Code of Virginia*, §§ 54.1-1103 and 54.1-1115):

Contractor License A - If the contract is \$120,000 or more or if the contractor does \$750,000 or more business within a 12-month period.

Contractor License B - \$10,000 - \$120,000 or if the contractor does between \$150,000 and \$750,000 in business within a 12-month period.

Contractor License C - \$1,000 - \$10,000 or if the contractor does less than \$150,000 in business in a 12-month period. Note: The Board shall require a master tradesmen license as a condition of licensure for electrical, plumbing and heating, ventilation and air conditioning contractors.

An unlicensed vendor submitting a bid or proposal where such license is required is nonresponsive and is in violation of state law. Any buyer who knowingly receives or considers a response from an unlicensed vendor when a license is required is in violation of state law (*Code of Virginia*, § 54.1-1115). Contractors must be licensed in the proper classification and specialty to perform the work required by the solicitation.

- c. **Private Security Services.** All solicitations for the installation, service, maintenance, or design of security equipment, security officer service, central station alarm condition monitoring service, and/or private investigator service, require that the successful bidder or offeror to have a Private Security Services Business License issued by the Department of Criminal Justice Services (see *Code of Virginia*, § 9.1-139). This applies regardless of the dollar value of the resulting contract.

- 1.5 **Contract/Purchase Order Modification Restrictions.** A contract may not be modified or renewed unless provided for in the original contract or solicitation. No additional consideration or increase in contract price may be paid to the contractor because of renewal unless specifically authorized under the original contract.

- a. **Purchases** - A contract may include provisions for modification of the contract during performance, but no fixed-price contract may be increased by more than 25% of the original amount of the contract or \$50,000, whichever is greater, without the advance written approval of the Board of Supervisors (*Code of Virginia*, § 2.2-4309A). In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relief of a bidder or offeror from the consequences of an error in its bid or offer.

- 1.6 **Cooperative Procurement.** The *Code of Virginia*, § 2.2-4304B authorizes the County to utilize cooperative procurement to satisfy requirements for goods and non-professional services.

- 1.7 **Documentation of Files.** A complete file should be maintained for each purchase transaction, containing all the information necessary to understand the why, who, what, when, where and how of the transaction.

- 1.8 **Multiple Awards.** When the terms and conditions of multiple awards are so provided in the Invitation for Bids or Request for Proposal, awards may be made to more than one bidder or offeror. Unless otherwise specified in the solicitation, purchasing offices may award a multi-line item procurement in whole or in part or on an individual line item basis. In determining whether to make separate line item awards on a multi-line item solicitation, consideration should be given to the administrative costs to the agency of processing individual purchase documents, and separate invoices and checks.

1.9 **Nondiscrimination.**

- a. In the solicitation, awarding or administration of contracts, the County shall not discriminate because of the race, religion, color, sex, age, disability, or national origin of the bidder, offeror, or contractor (*Code of Virginia*, § 2.2-4310A). The County shall prominently display a nondiscrimination statement in all invitations to bid, requests for proposals, contracts, and purchase orders indicating that the public body does not discriminate against faith-based organizations (*Code of Virginia*, § 2.2-4343.1D).
- b. In the solicitation or awarding of contracts, the County shall not discriminate against a bidder or offeror because the bidder or offeror employs ex-offenders unless the County has made a written determination that employing ex-offenders on the specific contract is not in its best interest (*Code of Virginia*, § 2.2-4310.C).

Whenever the County has determined in writing that it is not in its best interest for a bidder or offeror to employ ex-offenders on the specific contract, the County shall state these restrictions in the solicitation. These restrictions, as determined by the County must be reasonable.

1.10 **Preferences**

- a. **Reciprocal Preferences.** Whenever the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a percentage preference, a like preference shall be allowed to the lowest responsible bidder who is a resident of Virginia and is the next lowest bidder (*Code of Virginia*, § 2.2-4324B). If the lowest bidder is a resident contractor of another state with an absolute preference, the bid shall not be considered. See www.eva.virginia.gov for a listing of state preference laws.
- b. **Louisa Vendors and Products.** Preference is given to goods produced in Louisa, goods or services or construction provided by Louisa persons, firms or corporations, in the event of a tie bid.

1.11 **Procurement Methods.** Section 2.2-4303 of the *VPPA* recognizes six methods of procurement:

- Small Purchase procedures
- Competitive Sealed Bidding (The preferred method.)
- Competitive Negotiation
- Sole Source
- Emergency
- Auction

Annex 1-A contains a flowchart depicting each method and when it should be used. See chapters 3, 4, 5, 6, and 7 for the methods described above.

1.12 **Prohibited Participation.**

- a. **Contractors.** An independent contractor employed or otherwise paid by the County to design a project, develop a scope of work, write specifications or otherwise define contract requirements is not eligible to compete for or receive the resulting contract, except in cases of emergency, when only one source is practicably available for both the defining of contract requirements and the performance of those requirements or when the public body determines in writing that the exclusion of such vendor would limit the number of potential qualified bidders or offerors in a manner contrary to the best interests of the public body. In addition the contractor may not be a subcontractor or supplier for the entity which is awarded the contract or any of that entity's subcontractors, however far removed. A vendor may offer, without consideration, assistance to the County in developing specifications for a requirement and compete on that requirement; however, it is incumbent upon the County to assure vendor provided specifications reflect the procurement needs of the County rather than being drawn to favor a particular vendor.

1.13 **Public Access to Procurement Records.** Records are open to the public in accordance with the *Virginia Freedom of Information Act*, subject to the following:

- a. Cost estimates relating to a proposed procurement transaction prepared by or for the County shall not be open to public inspection (*Code of Virginia*, § 2.2-4342B).

- b. Any bidder upon request, shall be given an opportunity to inspect bid records within a reasonable time after opening and evaluation of bids, but prior to award, except in the event the agency decides to reject all bids or offers and rebid (*Code of Virginia*, § 2.2-4342C). Information read aloud at a public bid opening will be posted on the County's website.
- c. Any offeror who responds to an RFP, upon request shall be afforded the opportunity to inspect proposal records within a reasonable time after the evaluation and negotiation of proposals are complete but prior to award, except in the event the buying agency decides not to accept any of the proposals and to resolicit.
- d. Bids and proposal records shall be open to the public only after award.
- e. Any inspection of procurement records shall be subject to reasonable restrictions to ensure the security and integrity of the records.
- f. Trade secrets or proprietary information submitted for a procurement transaction shall not be subject to public disclosure under the *Virginia Freedom of Information Act*; however, the bidder or offeror must invoke the protection of *Code of Virginia*, § 2.2-4342F, in writing, prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary. The classification of an entire bid or proposal document, line item prices and/or total bid or proposal prices as proprietary or trade secrets is not acceptable.
- g. **Small Purchase Records.** Unsealed bids and unsealed proposal records shall be open to the inspection of any citizen, or any interested person, firm or corporation in accordance with the Virginia Freedom of Information Act only after award of the contract.

1.14 **Publicly Posted Notices.** All solicitation, addenda and award actions for goods and non-professional services over ~~\$30,000~~\$75,000 shall be posted as follows:

- ~~a. Written solicitation notices up to \$30,000 are posted on the County's website and in the case in the Administration Building Lobby. Sufficient time should be established in the solicitation for receipt of quotes.~~
- ~~ab.~~ IFB solicitation notices over ~~\$75,000~~\$30,000 shall be posted on the County's website, in the case in the Administration Building Lobby, as well as be published on the Department of General Services' central electronic procurement website (eVA) or in a newspaper of general circulation, at least ten (10) days prior to the date set for receipt of bids. The notice need only be a brief summary of essential elements of information. Prebid conferences or site visits should be indicated when applicable. When canceling or amending a solicitation, a copy of the notice or addendum must be publicly posted on the County's website.
- ~~be.~~ When issuing RFPs estimated to be over ~~\$7530,000,000~~, the solicitation notice shall be posted on the County's website, in the case in the Administration Building Lobby, as well as be published on the Department of General Services' central electronic procurement website (eVA) or in a newspaper of general circulation at least ten (10) days prior to the date set for receipt of proposals. The notice need only be a brief summary of essential elements of information. Preproposal conferences or site visits should be indicated on the solicitation notice when applicable. When canceling or amending a solicitation, a copy of the notice or addendum must be publicly posted on the County's website.
- c. Award Notices for any solicitation are posted to the County's website and must state the solicitation number, that which is being procured, the contractor selected, their address, and the amount of the contract.
- d. Emergency and sole source notices are posted in the case in the Administration Building Lobby. The notice must state that the contract is being issued on an emergency basis while sole source notices must state that only one source was determined to be practicably available and both must also state that which is being procured, the contractor selected, and the date on which the contract was or will be awarded.
- e. Documentation to support the posting/advertising requirements over ~~\$7530,000,000~~ must be contained with the procurement record.

1.15 **Responsible Bidder or Offeror.** In determining a responsible bidder or offeror, a number of factors, including but not limited to the following, are considered. The vendor should:

- a. be a regular dealer, supplier, or when required in the solicitation an authorized dealer of the goods or services offered;
- b. have the ability to comply with the required delivery or performance schedule, taking into consideration other business commitments;
- c. have a satisfactory record of performance;
- d. have a satisfactory record of integrity; and
- e. have the necessary facilities, organization, experience, technical skills, and financial resources to fulfill the terms of the purchase order or contract.

1.16 **Responsive Bid.** To be considered for an award, a bid must comply in all material respects with the Invitation for Bids. Responsiveness relates to compliance with the provisions of the solicitation, including specifications and terms and conditions. Failure to comply with the requirements set forth in the Invitation for Bids may result in a bid being declared nonresponsive, e.g., failure to sign a bid, failure to return the required bid documents, substitution of vendor's terms, deletion of terms and conditions stated in the Invitation for Bids, failure to offer a product or service that meets the requirements of the Invitation for Bids, etc. A bidder who fails to provide prices for all categories of labor in the pricing schedule of a time and materials service contract is considered nonresponsive. This is true whether the price was left blank or the bidder entered a figure of \$0. To avoid inconsistent treatment of bidders the following statement should be included in the pricing schedule of such solicitations, "Any bidder who enters \$0 on a pricing blank or leaves it blank shall be considered nonresponsive." Bidders who provide multiple prices for performing a service where a single price was solicited are also nonresponsive. If a bid is found to be nonresponsive, a notation as to why it is nonresponsive shall be made and signed by the buyer/contract officer and be included in the contract file.

1.17 **Standards of Conduct.** The laws of this Commonwealth dictate a higher standard of conduct for procurement officials than for public employees generally because of the extraordinary trust and responsibility exercised by public officials conducting procurement transactions, and because of the legitimate expectation by the public that this trust and responsibility be exercised properly. Procurement officials and vendors must be cognizant of these laws which include the *VPPA*, the *State and Local Government Conflict of Interests Act*, and the *Governmental Frauds Act*. All persons having official responsibility for procurement transactions shall conduct business with vendors in a manner above reproach in every respect. Transactions relating to the expenditure of public funds require the highest degree of public trust (see Article 6 of the *VPPA*).

1.18 **Tie Bids**

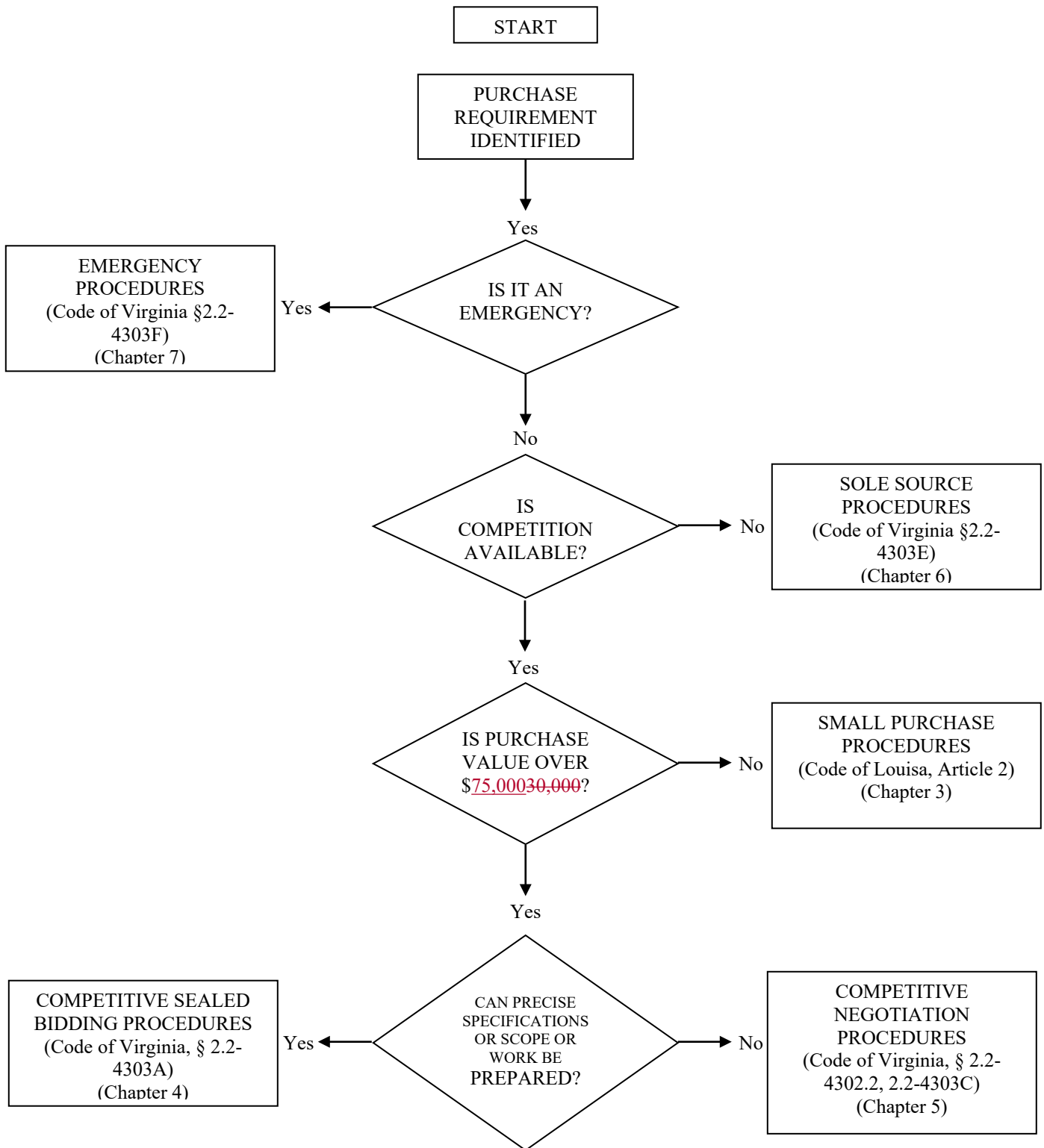
- a. **Local Products and Firms.** In the case of a tie bid, preference shall be given to goods produced in Louisa, goods or services or construction provided by Louisa persons, firms or corporations, if such choice is available; otherwise the tie shall be decided by lot.

1.19 **Protection of Personally Identifiable Information.** The County is responsible for safeguarding personally identifiable information of their clients, employees, vendors, contractors and any other individuals providing information to the County. Personally identifiable information includes, but is not limited to, Social Security Numbers, financial account numbers, and any other such information protected from disclosure by federal law or the Code of Virginia. The County and its contractors shall safeguard personally identifiable information from disclosure to the public.

The Procurement Officers must ensure that any Social Security Numbers are redacted from contract files before files are disclosed to the general public or inspected by any other individuals, firms or other interested parties who are granted access to information.

Annex 1-A

Procurement Methods Flowchart
County public procurement process – Basic decisions and procedures



Annex 1-B

Summary of Procurement Policies

I. Small Purchases - Goods and Services, other than Professional Services (Chapter 3)

Thresholds	Procedures
Up to \$5,000 10,000	Purchases may be made from vendors of choice, without seeking competition.
Over \$10,000 5,000 to \$15,000 10,000	Solicit a minimum of three (3) telephone quotes.
Over \$15,000 10,000 to \$75,000 30,000	Solicit a minimum of three (3) written quotes. <u>Aggregate or sum of all phases must not exceed \$75,000.</u>

II. Competitive Sealed Bidding or Competitive Negotiation (Chapters 4 and 5)

Threshold	Procedures
Over \$75,000 30,000; may be used for lesser amounts.	Solicit an adequate number of sources. Use one of the following methods for purchases over \$75,000 30,000 unless an exception (see III. below): 1 - Competitive sealed bidding. 2 - Competitive negotiation. A written justification may be required.

III. Exceptions To Competitive Procurement (Chapters 6 & 7)

Thresholds	Procedures
Emergency (See Chapter 7)	Take immediate action if required to protect personal safety or property. Other emergencies, seek competition to the extent practicable. Requires written determination signed by the Department head or designee.
Sole Source (See Chapter 6)	Requires written justification approved in advance by the Purchasing Officer. Departments may make contract awards after appropriate approval. Purchase using noncompetitive negotiation.

COUNTY OF LOUISA
STANDARD EROSION AND SEDIMENT CONTROL PERFORMANCE BOND

This bond is given this _____ day of _____, 20____, by _____, (“Principal”) and _____, (“Surety”), to guarantee the performance of the obligations assumed by the Principal, in an Erosion and Sedimentation Control Plan entitled _____, submitted to Louisa County pursuant to Section 38-26 et seq. of the Louisa County Code, dated _____, 20____. The provisions of said Erosion and Sedimentation Control Plan are incorporated by reference and made a part of this performance bond.

If the Principal promptly performs its obligations under the Erosion and Sedimentation Control Plan and complies with all terms and conditions of said Plan and of the Louisa County Code, then this obligation shall be null and void. Otherwise, this obligation shall remain in force, subject only to the following conditions:

1. Upon failure to perform or comply as noted above, notice shall be given to the Principal of such failure and demand for payment of an amount sufficient to complete the obligations. An affidavit signed by an official of Louisa County that notice of deficiencies and demand for payment was given in the manner provided for in this Agreement shall be sufficient evidence of notice. If the Principal fails to comply with the requirements of the Erosion and Sedimentation Control Plan within 30 days of the date of the notice of default, the Surety shall, within 60 days of the date of notice of default of the Principal, either complete the work required by the Erosion and Sedimentation Control Plan or pay to the County an amount representing the cost of the work and an additional amount not to exceed twenty-five percent (25%) of the cost, to cover administrative expenses.

2. Although Surety shall not be liable absent proof of notice to and demand upon the Principal, the County need not institute suit against the Principal as a precondition to seeking recovery from Surety.

3. In the event it should be necessary to institute proceedings to secure or enforce judgment on this bond, an attorney’s fee of twenty-five percent (25%) of the amount stated in paragraph 4 shall be included in the amount due upon this bond and judgment shall be entered for that amount.

4. Subject to paragraph 3 above, the liability of Surety shall not exceed \$ _____.

5. Any notice required by this Agreement shall be deemed effective if given by registered mail, return receipt requested, to Principal in the name and at the address given below; provided that change of address shall be effective if given in accordance with this paragraph. Any notice to the County shall be given to the Director of Community Development, P. O. Box 160, One Woolfolk Avenue, Louisa, Virginia 23093.

6. This Surety Bond shall be governed by the law of the State of Virginia. Any legal proceedings arising out of this Bond shall be maintained in the Louisa County General District Court or Circuit Court.

Witness the following signatures and seals:

Principal

_____ (SEAL)

Address:

ACKNOWLEDGEMENT OF PRINCIPAL

COMMONWEALTH/STATE OF _____,

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this _____ day of

_____, 20____, by _____
_____.

Notary Public

My commission expires _____.

Commission Number: _____

Surety Company

By: _____ (SEAL)

Name: _____

Attorney-in-Fact & Resident
Virginia Agent

By: _____

Title: _____

ACKNOWLEDGEMENT OF SURETY

COMMONWEALTH/STATE OF _____,

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this _____ day of

_____, 20____, by _____
_____.

Notary Public

My commission expires _____.

Commission Number: _____

Approved as to form:

Approved as to contents:

County Attorney
Assistant County Attorney

Director of Community Development

Date: _____

Date: _____

NOTE: DOCUMENT EVIDENCING POWER OF ATTORNEY OF AGENT OF SURETY MUST
BE ATTACHED.

COUNTY OF LOUISA
STANDARD ROAD IMPROVEMENTS PERFORMANCE BOND

This bond is given this _____ day of _____, 20____, by _____, (“Principal”) and _____, (“Surety”), to guarantee the performance of the obligations assumed by the Principal, in approved road plans and profiles entitled _____, submitted to Louisa County pursuant to Section 66-82 et seq. of the Louisa County Code, plans dated _____, 20____. The provisions of said road plans are incorporated by reference and made a part of this performance bond.

If the Principal promptly performs its obligations under the approved Road Plans and Profiles and complies with all terms and conditions of said Plan and of the Louisa County Code, then this obligation shall be null and void. Otherwise, this obligation shall remain in force, subject only to the following conditions:

1. Upon failure to perform or comply as noted above, notice shall be given to the Principal of such failure and demand for payment of an amount sufficient to complete the obligations. An affidavit signed by an official of Louisa County that notice of deficiencies and demand for payment was given in the manner provided for in this Agreement shall be sufficient evidence of notice. If the Principal fails to comply with the requirements of the approved Road Plans and Profiles within 30 days of the date of the notice of default the Surety shall, within 60 days of the date of notice of default of the Principal, either complete the work required by the approved Road Plans and Profiles or pay to the County an amount representing the cost of the work and an additional amount not to exceed 25% of the cost, to cover administrative expenses.

2. Although Surety shall not be liable absent proof of notice to and demand upon the Principal, the County need not institute suit against the Principal as a precondition to seeking recovery from Surety.

3. In the event it should be necessary to institute proceedings to secure or enforce judgment on this bond, an attorney’s fee of twenty-five percent (25%) of the amount stated in paragraph 4 shall be included in the amount due upon this bond and judgment shall be entered for that amount.

4. Subject to paragraph 3 above, the liability of Surety shall not exceed \$_____.

5. Any notice required by this Agreement shall be deemed effective if given by registered mail, return receipt requested, to Principal in the name and at the address given below; provided that change of address shall be effective if given in accordance with this paragraph. Any notice to the County shall be given to the Director of Community Development, P. O. Box 160, One Woolfolk Avenue, Louisa, Virginia 23093.

6. This Surety Bond shall be governed by the law of the State of Virginia. Any legal proceedings arising out of this Bond shall be maintained in the Louisa County General District Court or Circuit Court.

Witness the following signatures and seals:

Principal

_____ (SEAL)

Address:

ACKNOWLEDGEMENT OF PRINCIPAL

COMMONWEALTH/STATE OF _____,

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this _____ day of

_____, 20____, by _____
_____.

Notary Public

My commission expires _____.

Commission Number: _____

Surety Company

By: _____ (SEAL)

Name: _____

Attorney-in-Fact & Resident
Virginia Agent

By: _____

Title: _____

ACKNOWLEDGEMENT OF SURETY

COMMONWEALTH/STATE OF _____,

CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this _____ day of

_____, 20____, by _____

_____.

Notary Public

My commission expires _____.

Commission Number: _____

Approved as to form:

Approved as to contents:

County Attorney
Assistant County Attorney

Director of Community Development

Date: _____

Date: _____

NOTE: DOCUMENT EVIDENCING POWER OF ATTORNEY OF AGENT OF SURETY MUST
BE ATTACHED.

CHAPTER 2

GENERAL PROCUREMENT GUIDELINES & PLANNING

In this Chapter look for . . .

- 2. General
- 2.1 Selection of Procurement Method
- 2.2 Preparing the Written Solicitation
- 2.3 Specifications
- 2.4 Prompt Payment Discounts
- 2.5 Price Reasonableness Determination
- 2.6 Order Splitting Prohibition
- 2.7 Award Documents
- 2.8 Freight
- 2.9 Insurance
- 2.10 Rental/Lease, Installment Purchases
- 2.11 Maintenance/Repair of Equipment
- 2.12 Use of Contractor's Standard Contract Form
- 2.13 Samples
- 2.14 Vendor Advertising Prohibition
- 2.15 Unsolicited Proposals
- 2.16 Purchase of Used Equipment

2. **General.** This chapter contains general guidelines and suggestions when procuring goods and services. In some cases, these guidelines expand upon requirements that have their basis in the *Virginia Public Procurement Act (VPPA)* and the *Code of Louisa*. Their intent is to assist in conforming to generally acceptable procurement principles, yet provide maximum interpretive latitude in their application.

2.1 **Selection of Procurement Method.** It is important to select the proper procurement method. The estimated or anticipated value of the contract must be determined first, unless the purchase is an emergency (for emergencies, see Chapter 7). The anticipated value of the contract includes the dollar value for the initial period of the contract, and includes all possible renewal periods. When determining the total value of a contract, include all cost elements such as travel related expenses (e.g., travel, lodging, and meals) and direct bill expenses (e.g., copying costs, postage, shipping and handling costs, long distance charges). If purchases ~~up to~~ **up to** ~~\$7530,000,000~~ **\$75,000,000** are required, then the small purchase procedures in Chapter 3 shall be used. If over ~~\$75,000,000~~ **\$75,000,000**, a decision should be made whether to use competitive sealed bidding or competitive negotiation. For competitive sealed bidding see Chapter 4. For competitive negotiation see Chapter 5. For purchases where there is only one source practicably available, see Chapter 6.

2.2 **Preparing the Written Solicitation.**

- a. **General.** Solicitations should convey to the reader, in a clear, concise and logical sequence, the information necessary to answer the basic questions of who, what, why, where, when and how. The *Code of Virginia*, § 2.2-4343.1D requires public bodies to prominently display a nondiscrimination statement concerning faith-based organizations in all Invitation for Bids (IFB), Request for Proposals (RFP), and contracts. The following statement must be prominently displayed on the cover page of every IFB or RFP:

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

- b. **Terms and Conditions.** Terms and conditions must be in writing, be clear and concise, and express the intent of the County. Generally, if there is an ambiguity in a written contract that results in a dispute, its resolution will be against the party who wrote the contract. Standard Terms and Conditions shall be a part of every written solicitation issued by the County for goods and services. Exceptions to the use of the terms and conditions must be approved by the County Attorney.
- c. **Contract Period.** Term contracts normally cover a 12-month period or cite a specific time for completion for the project or service. A solicitation for a multi-year contract, or one that includes an option on the part of the County to renew the contract for an additional period, may be advantageous and should be considered; however, in determining the value of the contract and procurement method, all possible renewal periods must be included. Multi-year programs are subject to availability of funds. If price adjustments are to be permitted during the contract period, the conditions under which they are authorized must be specified in the original solicitation and resulting contract. Agencies should review all multi-year contracts at least annually to determine if the goods or services are still required, if prices are fair and reasonable based on the current market conditions, and if performance is satisfactory. Multi-year contracts including options to renew normally should not exceed 4 years.
- d. **Types of Contracts.** Listed below are some various types of contracts.

(1) **Fixed Price Contracts.**

- (a) **Firm Fixed Price.** Fixed pricing agreement where firm unit or total prices are established at the time of order placement or contract award for the goods or services. A fixed price contract may result from bidding or negotiation processes. Specifications are clear. Costs are predictable. There is minimal risk to the purchasing activity when firm fixed price contracting is used. This type of contract encourages efficient performance. Financial requirements are known. The use of firm fixed price contracting may be inappropriate if requirements or specifications are unclear or indefinite.
 - (b) **Fixed Price with Escalation/De-escalation.** This fixed price agreement provides for price adjustments, up or down if specified contingencies occur. This type of contracting may result from bidding or negotiation processes. It is used to eliminate fluctuations in vendor's prices due to unstable markets. The contract period is typically over a long period of time. The use of fixed price contracts with escalation/de-escalation reduces the need for contractors to inflate cost of goods to offset unstable markets or economic conditions. The risk is partially transferred to the County.
- (2) **Requirements-Type Contracts.** Requirements-type contracts are agreements for performance over a specified period of time, when quantities are indefinite. They have no fixed total dollar amount; rather, they are unit price based. They establish a framework under which goods/services are provided, but it is the degree of purchase order activity against the contract that will ultimately determine its total value.
- (3) **Time and Materials Contracts (T&M).** The agreement for supplies or services is on the basis of billable hours, which include overhead, profit, and materials at cost. Details of the work are known but the scope of the work is not known. T&M contracts are suitable for maintenance, design, engineering, emergencies, etc. Competition is sought on the basis of labor-hour rate. Because there is usually no incentive for contractors to contain costs, Departments have an obligation to verify the legitimacy and accuracy of any costs submitted for reimbursement.

When a time and materials agreement is used, Departments must request a detailed job estimate which should include the amount and type of contract labor with associated rates and itemized material costs to allow evaluation of the reasonableness of its cost elements before authorizing the work to be performed. If it is determined that the estimate is not reasonable or in accordance with the terms of the contract, negotiation or the solicitation of additional estimates should be considered.

- (4) **Cost-Plus-A-Fixed-Fee.** A cost-plus-a-fixed-fee contract is a cost-reimbursement type contract that provides for the payment of allowable costs plus a firm fixed fee to the contractor which is negotiated prior to contract award. The fixed fee, once negotiated, does not vary with the actual cost but may be adjusted as a result of any subsequent changes which may be negotiated in the scope of work or services

to be performed under the contract. The scope of work is generally vague or specifications are indefinite. It accelerates procurement of new technologies. There are no incentives to reduce costs.

- (5) **Incentive.** A fixed price is agreed upon with a target cost/profit, a ceiling price, and a profit formula. Below target, the contractor and state share savings. Above ceiling, the contractor must assume all costs. This is used for competitively negotiated contracts for high cost, long lead-time projects. The contractor's incentive is greater profit by improving performance to control costs. It promotes performance efficiency. The agency may save in costs savings. This type of contracting requires a good accounting system. It increases administrative burden to both parties. The target price may be difficult to establish. The agency assumes a portion of the risk.

- e. **Prebid or Preproposal Conferences.** Conference or site visits early in the solicitation cycle provide an opportunity to emphasize and clarify critical aspects of solicitations, eliminate ambiguities or misunderstandings, and permit vendor input. Conferences/site visits shall be conducted with potential bidders or offerors when issuing solicitations for complex, large (over \$100,000) or critical requirements. Attendance at conferences or site visits may be either optional or mandatory. The issuing agency may permit attendance through teleconferencing or videoconferencing for optional prebid/preproposal conferences. When mandatory attendance is stipulated in the solicitation, an attendance roster is signed by the attendees and only bids or proposals from those firms represented at the conference or visiting the site will be accepted. Agencies should carefully consider whether it is absolutely necessary that bidders or offerors attend in order to understand the solicitation and submit a response to it. Such mandatory conferences and site visits can reduce competition because of vendor scheduling conflicts. In addition, no such conference or site visit can be scheduled less than 10 full calendar days from the date the solicitation is issued and public notice requirements are completed. If a modification to the solicitation is required as a result of the conference or site visit, an addendum must be issued. Specific points to be considered when conducting these conferences or site visits are contained in Annex 4-C.
- f. **Response Time.** When establishing an opening date and time, the Purchasing Officer should allow for holiday mail disruptions and erratic mail deliveries as well as vendor's time required to respond to complex procurements. The bid or proposal opening date shall be no less than ten (10) days after the public advertisement. If the tenth calendar day falls on a weekend or holiday, the bid or proposal due date shall be no sooner than the first regular business day thereafter.
- g. **Acceptance Period.** Bids are valid for a minimum of 30 days unless a longer period of time is specified in the solicitation or in the bid response.
- h. **Public Posting of Solicitations.** The case in the Administration Building Lobby is the County's designated area used for the purpose of publicly posting solicitations available to the public.

2.3 **Specifications.** Specifications can either enhance or inhibit competition. It is the County's policy that competition be sought to the maximum feasible degree. This can be accomplished by describing goods or services in a manner which meets the department's needs and encourages competition. Unless otherwise expressly stated in the solicitation, all supplies and equipment furnished must be new and in first class condition. Demonstration, previously rented, or reconditioned items are not considered new. The following specification (descriptive) categories are listed in the preferred order of use:

- a. **Generic (Performance and Design).** The Purchasing Officer should analyze incoming requirements with a view towards soliciting the requirement on a generic specification basis. Under appropriate circumstances, performance specifications (setting forth the performance requirements), design specifications (setting forth the essential characteristics of the items solicited), or a qualified products list (QPL) may be used.
- b. **Brand Name or Equivalent.** When it is determined to be impractical to develop a generic specification, a brand name may be used to convey the general style, type, character and quality of the article desired. Unless otherwise provided in the IFB the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand or manufacturer named. Any article which the County, in its sole discretion, determines to be the equivalent of that specified, considering quality, workmanship, economy of operation and suitability for the purpose intended, shall be accepted. When a brand name or equivalent specification is used, salient characteristics should be listed.

- c. **Proprietary.** A proprietary specification restricts the acceptable products to those of one or more specified manufacturers. It is appropriate to use a proprietary specification when the desired product must be compatible with or is an integral component of existing equipment or products, or where prequalification of products is necessary to support specific needs of a program; is covered by a patent or copyright; must yield absolute continuity of results; or is one with which a user has had extensive training and experience, and the use of any other similar piece of equipment would require considerable reorientation and training. Upon solicitation, every effort must be made to obtain full competition among the distributors which carry the manufacturer's product. The determination for the use of a proprietary specification shall be made in advance, in writing, and be included in the procurement file.
- d. **Vendor Assistance in Specification Preparation.** Advice or assistance may be received from a vendor in identifying the features and characteristics needed by the County; however, no person who, for compensation, prepares an Invitation to Bid or Request for Proposal for or on behalf of a public body shall (i) submit a bid or proposal for that procurement or any portion thereof or (ii) disclose to any bidder or offeror information concerning the procurement which is not available to the public. However, a public body may permit such person to submit a bid or proposal for that procurement or any portion thereof if the public body determines that the exclusion of such person would limit the number of potential qualified bidders or offerors in a manner contrary to the best interests of the public body (*Code of Virginia*, § 2.2-4373). This does not prohibit the County and vendors from freely exchanging information concerning what is sought to be procured and what is offered.

2.4 **Prompt Payment Discounts.** Prompt payment discounts should normally not be considered in determining the lowest responsive bidder. If a bidder does offer a discount for prompt payment, this will not be considered in evaluation, but should be included on the purchase order, and the discount taken if invoices are processed and payment made within the stipulated time frame. If an agency knows that it can regularly process payments within a prescribed time frame, such as 10 or 20 days, and wishes to consider cash discounts in its evaluation, then it may do so by including a statement such as "discounts for prompt payment within ____ (state number of days, e.g., 10, 20, etc.) days will be considered in determining net low bid."

2.5 **Price Reasonableness Determination.** A written price reasonableness determination is required to determine if prices bid or offered are fair and reasonable when:

- a. competition is restricted or lacking,
- b. the prices offered do not appear to be fair and reasonable,
- c. the decision is made to award to other than the lowest bidder or highest ranking offeror (appropriate award clause must have been included in the solicitation)

The written determination of a fair and reasonable price requires that the price is acceptable to both the County and the bidder or offeror considering all circumstances. Circumstances include, but are not limited to, the degree of competition, market conditions, quality, location, inflation, value, technology and unique requirements of the County. The written determination may be based on price analysis (comparison with prices previously paid, prices charged for functionally similar items, prices paid by other consumers, prices set forth in a public price list or commercial catalog, or County estimates) or through the analysis of price-to-unit variations, value analysis, or cost analysis. The written analysis must be supported by factual evidence in sufficient detail to demonstrate why the proposed price is deemed to be reasonable. If a determination is made that the prices offered are not fair and reasonable, then a decision has to be made whether to rebid seeking broader competition, revise specifications and rebid the requirement, or to negotiate a better price as may be identified through the price analysis process. A combination of these methods may be necessary. If it is a negotiated procurement, then the price should be negotiated to one that is fair and reasonable.

2.6 **Order Splitting Prohibition.** The placement of multiple orders within other than a reasonable time period to one or more vendors for the same, like, or related goods or services to avoid using the appropriate method of procurement or to remain within delegated purchasing authority is prohibited. Requirements should be combined when practical to obtain quantity discounts and other administrative efficiencies.

2.7 **Award Documents.** Every procurement transaction over ~~\$10,000~~ **\$5,000** requires a Purchase Order to be prepared and given to suppliers who request a copy. Award documents used by an agency will vary according to the method of solicitation. The award shall include or incorporate by reference the specifications, descriptions or scope of work,

terms and conditions, and all other requirements contained in the solicitation (Invitation for Bids or Request for Proposal), together with all written modifications and the bid or proposal submitted by the contractor (see Annex 4-I). The award document is to be signed and issued by an authorized official of the County.

2.8 **Freight.**

- a. **F.O.B. Destination.** It is the basic policy of the County to solicit bids for goods F.O.B. (free on board) Destination, which means that freight charges are paid by the seller who owns and assumes all risk for the goods until they are accepted at the designated delivery point. The cost of shipping the goods may be included in the quoted price or by the bidder or offeror as a separate line item.
- b. **F.O.B. Origin.** Under F.O.B. Origin, the vendor will be required to select the most economical method of shipment consistent with the required delivery date, prepay the freight charge and add it to the invoice. Regardless of the F.O.B. point, the County accepts title only when goods are received.
 - (1) Under F.O.B. Origin, the total cost for freight to destination, shipping and handling charges etc., shall be included in determining the lowest responsive and responsible bidder. In such cases, the buyer is required to obtain the actual or estimated cost of shipment and show the freight, shipping, and/or handling cost as a line item on the purchase document. Both the F.O.B. point and shipping cost must be clearly shown on the purchase document.
 - (2) Before approving an invoice for payment the agency should review it and compare it to the award document to determine if the shipping costs are accurate.

2.9 **Insurance.** Whenever work is to be performed on County owned or leased property or facilities, the contractor shall be required to have Workers' Compensation, Employer's Liability, Commercial General Liability and Automobile Liability. The County of Louisa must be named as an additional insured when requiring a Contractor to obtain Commercial General Liability coverage. In some cases, Workers' Compensation Insurance and Employer's Liability Insurance may not be required. Workers' Compensation insurance is required when the contractor has three (3) or more employees. If work is performed by a sole proprietor, the person does not need Workers' Compensation insurance, as they do not have employees. Employer's Liability is required if an employer has employees who are paid a wage or salary. Employer's Liability is not required for persons in business together, e.g., husband and wife, siblings or parents and children, as these persons would be considered owners not employees. For construction contracts, if any subcontractors are involved, subcontractors shall also be required to have Workers' Compensation Insurance in accordance with *Code of Virginia*, §§ 2.2-4332 and 65.2-800 et seq. Stipulated insurance must be obtained prior to commencing work and be maintained during the entire term of the contract. At a minimum, the contractor must certify to the agency that they possess the appropriate insurance coverage and documentation concerning the contractor's insurance shall be included in the procurement file.

2.10 **Rental/Lease, Installment Purchases.**

- a. **Rental or Lease.** The procurement process for the rental or lease of any equipment will be handled in the same manner as the procurement of goods. Note, however, that hiring a contractor to provide equipment and personnel (operators) to perform a task is a contractual service. The following examples are offered to clarify the difference:
 - (1) Renting a bulldozer to be operated by County employees to perform grading work is an acquisition of goods. Hiring a contractor to use his bulldozer and operator to perform the same grading work is a contractual service.
 - (2) Renting 1,000 folding chairs to be picked up by County employees in County vehicles at the contractor's place of business, used and returned is an acquisition of goods. Hiring a contractor to deliver, setup, remove, and haul away the same 1,000 folding chairs is a labor intensive contractual service.

The solicitation should, at a minimum, in addition to other terms and conditions, specify:

- (1) Length of time;
- (2) Number and types of equipment;
- (3) Who will provide maintenance and repair service and insurance coverage; and

(4) Inspection at time of delivery and return.

- b. **Installment Purchase.** The procurement process for the installment purchase of any materials, equipment or supplies must be handled in the same manner as the procurement of goods. A purchase order is issued in the full amount but only encumbering the amount to be paid in the current fiscal year. If the purchase is being financed by a third party, the purchase order must name both the vendor and the third party, and use the third party's address.

2.11 **Maintenance/Repair of Equipment.**

- a. **General.** Equipment is generally covered by warranty provisions for various periods of time. Care should be taken to assure that full advantage is taken of warranty provisions prior to contracting for maintenance or repair service. Where equipment is covered by insurance, i.e., boiler or machinery, the insurance carrier shall be advised, in accordance with the provisions of the policy, prior to contracting for repair.

b. **Contracting for Equipment Maintenance.**

(1) Contracting for equipment maintenance falls into two basic methods:

- (a) Full service maintenance normally requires the contractor to provide scheduled service, preventive maintenance, necessary repair parts and additional service calls as required under an annual contract at a firm fixed price. Full service maintenance contracts should be used only on an exception basis or when experience indicates that maintenance/repair on an as needed basis is not practical. In bidding on full service maintenance, contractors include in their bids the cost of all contingencies that might occur during the contract period; normally this results in higher agency costs.
- (b) Maintenance/Repair on an as needed basis is normally provided on a time and materials cost basis. Materials and parts must be bid either at contractor's invoiced cost or on a bid percentage discount from manufacturer's published list or catalog prices. Time and materials contracts demand more effort by the receiving agency in monitoring actual hours expended, prompt identification and solution of problems, and cost control to assure the contractor's performance is not inefficient or wasteful.
- (2) Solicitations for maintenance of equipment should identify the make, model, style, and the quantity of each type of equipment. Provisions may be made to add and/or delete equipment during the contract period on a prorated basis; also, for the loan of like equipment during extended periods of downtime. When maintenance is to be performed under contract on County-owned, leased, or rented property, the contractor shall be required to provide necessary insurance coverage.

c. **Contracting for Repair and Overhaul.**

- (1) **Major Scheduled Repair/Overhaul:** In situations where major equipment items are scheduled to be repaired or overhauled, it is usually impossible to determine the amount of labor and parts required without complete disassembly of the item to inspect all of its internal parts. Contracting for major repair or overhaul work on a fixed price basis without such an inspection is impractical because it forces the bidders to base their prices on an assumed worst case basis. These situations are best handled in an Invitation for Bids requiring the work to be done in two phases. Bids are solicited for a lump sum fixed price for complete disassembly, inspection and preparation of an estimate of the costs to complete the job as the first phase. The second phase is for repair and reassembly with contractor furnished replacement parts and components, startup and operational test, all to be done on a time and materials basis. The bidders are required to bid on the basis of a labor hour rate, with an overall total (not to exceed) labor cost, and parts are to be provided at a bid percentage discount from the manufacturer's parts catalog prices. The IFB includes a bid evaluation procedure with a hypothetical number of man-hours and list price value of parts to which the discount offered will be applied.
- (2) **Unscheduled Repair:** Major equipment items which cannot be scheduled for repair should be handled using the appropriate existing emergency procedures. To control costs, it is important for an agency to establish a fixed hourly rate and an estimated number of hours prior to allowing the contractor to proceed with the repair/overhaul.

- 2.12 **Use of Contractor's Standard Contract Form.** A contractor's standard contract form should be carefully read and those provisions that are contrary to the interests of the County or in conflict with state law, must be lined out, rewritten, or removed. If it is not possible to award a contract without using the contractor's contract form, the contractor should sign the County's Standard Terms and Conditions. A contractor's standard contract form should not be used without the approval of the County Attorney.
- 2.13 **Samples.** There are situations when samples will be needed to verify quality levels or to test materials or equipment to determine conformance with the specifications stipulated in the solicitation. A request for bid samples must be clearly indicated in the IFB. Samples should be properly labeled, stored, and controlled until no longer needed. Those not destroyed during testing may be returned at the bidder's expense.
- 2.14 **Vendor Advertising Prohibition.** Advertising or promotional literature stating or implying that the County endorses a vendor's products or services is prohibited.

A vendor may include the County in a client list, provided that the listing in no way states or implies that the County endorses the vendor's products or services. The County may choose to prohibit a contractor from including reference in client lists used in advertising or promotional materials by including such a prohibition in the terms and conditions of its contract(s) with that contractor.

- 2.15 **Unsolicited Proposals.** This policy applies to goods and non-professional services, and not to construction or professional services. The submission of a unique offer for new and innovative goods or services through unsolicited proposals is encouraged. However, all solicited and unsolicited proposals and all solicited and unsolicited ideas for innovation or improvement are submitted at the risk and expense of the offeror, and no obligation on the part of the County and no restriction on the County's use of such ideas, proposals or the information contained therein shall arise in connection with such submission.

If acceptance of offers to "loan" or provide goods or services at no cost or minor cost would tend to create a need for subsequent additional acquisitions, the requirement for such goods or services and the additional needs shall be offered for competition in accordance with the Virginia Public Procurement Act. Potential bidders or offerors shall be afforded an opportunity to participate in the resulting procurement activity.

If the offeror believes that it is the only source practicably available for goods or services required by the County and available through the unsolicited proposal, to assist the County in evaluating the unsolicited proposal, the proposal shall include a justification by the offeror as to why the company is the only source practicably available for the goods or services in question.

- a. Definition: "Unsolicited Proposal" means a proposal received that is not in response to any County initiated solicitation or program.
- b. Receipt: Unsolicited proposals shall be submitted in writing directly to the Purchasing Officer.
- c. Evaluation:
 - (1) A favorable comprehensive evaluation of an unsolicited proposal by the County does not, in itself, justify awarding a contract without providing for competition. No preference shall be given to the offeror that initially offered the unsolicited proposal.
 - (2) If it is determined by the evaluation that goods or services required by the County and offered in an unsolicited written proposal are practicably available from only one source, the Purchasing Officer may negotiate and award a contract following the sole source procedures in Chapter 6. The Purchasing Officer shall post a notice of intent to award for ten (10) calendar days before awarding the contract.

- 2.16 **Purchase of Used Equipment.** Purchase of used equipment, defined as equipment which has been previously owned and used where the estimated total cost is \$~~10,000~~~~5,000.00~~ or greater but less than \$~~75,000~~~~30,000.00~~ may be made after soliciting a minimum of two written quotations; award shall be based on the offer deemed to be in the best interest of Louisa County. Prior to award of a contract for used equipment, a person technically knowledgeable of the type of

equipment sought shall document the condition of the equipment stating that this purchase would be in the best interest of Louisa County as part of the purchase documentation; price reasonableness shall be considered in determining award.

CHAPTER 3

SMALL PURCHASES

In this Chapter look for . . .

- 3. General
- 3.1 Exemptions
- 3.2 Single Quotation
- 3.3 Multiple Quotations

Annexes

- 3-A Purchase Requisition Form

- 3. **General.** The following small purchase procedures have been established by the County when acquiring materials, supplies, equipment, printing or nonprofessional services under ~~\$75,000~~~~30,000~~. Procurements made pursuant to these procedures do not require public bid openings or newspaper advertising of competitively negotiated procurements. Whenever practical, small purchases should still provide for competition.
- 3.1. **Exemptions.** The following items and services are exempt from the small purchases provisions and need not be procured competitively:
 - a. Dues, subscriptions and memberships.
 - b. Travel and training expenses.
 - c. Utility charges and services.
 - d. Books, magazines and periodicals.
 - e. Personnel services (anyone to whom a salary or fee is paid).
 - f. Postage or other mailing fees.
 - g. Minor purchases of petroleum products.
- 3.2. **Single Quotation.** (Up to ~~\$105,000~~~~0,000~~)
 - a. Where the estimated cost of goods or nonprofessional services is ~~\$10,000~~~~5,000~~ or less, purchases may be made from vendors of choice, without seeking competition. An oral or written quote must be received from the vendor of choice.
 - b. Departments and Agencies should seek additional competition whenever there is reason to believe a quotation is not a fair and reasonable price.
 - c. Existing County contracts should be utilized, whenever possible.
- 3.3. **Multiple Quotations.** (Over ~~\$105,000~~~~0,000~~ to ~~\$75,000~~~~30,000~~)
 - a. Where the estimated cost of goods or nonprofessional services ~~are is~~ over ~~\$10,000~~~~5,000~~ to ~~\$15,000~~~~10,000~~, at least three (3) telephone quotations shall be obtained. The total of all items purchased from this requisition shall not exceed ~~\$15,000~~~~10,000~~. A purchase requisition shall be completed listing the date, item, quantity, name of each company, and pricing from each vendor.

- b. Where the estimated cost of goods or nonprofessional services is over ~~\$15,000~~~~10,000~~ to ~~\$75,000~~~~30,000~~, at least three (3) written quotations shall be obtained. The total of all items purchased from this requisition shall not exceed ~~\$75,000~~~~30,000~~. A purchase requisition shall be completed listing the date, item, quantity, name of each company, and pricing from each vendor, and include the written quotations from each vendor as backup documentation.
- c. If a third quote cannot be obtained after a diligent effort to do so or because of the necessity to use a sole source provider, that fact shall be documented in the record of the purchase.
- d. The use of written quotes requires adequate time for preparation, mailing, receipt, and award, generally two to three weeks from receipt of the requisition. All quotations received after the reply date and time are nonresponsive and cannot be considered.
- e. Existing County contracts should be utilized, whenever possible.

Annex 3-A

PURCHASE REQUISITION FORM

Date:	PURCHASE REQUISITION			P.O. #			
Department:	County of Louisa						
	1 Woolfolk Avenue; Suite 304						
Chart of Accounts number:	Louisa, Virginia 23093			Ship to:	1 Woolfolk Avenue; Suite 304		
					Louisa, VA 23093		
Vendor 1:	Vendor 2:						
	Vendor 3:						

Description	Catalog Number	Unit	Quantity	Price/Unit	Total Vendor 1	Total Vendor 2	Total Vendor 3
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
					0.00		
Total:					0.00	0.00	0.00

Special Comments/Instructions:

Vendors Phone Number:

Quote solicited by:

Date:

Vendor Contact:

Procurement Compliance (Check One)

☐ Competitive Bids - Oral

☐ Sole Source (Explanation Required)

☐ Competitive Bids - Written

☐ Emergency (Explanation Required)

☐ State Contract # _____

Constitutional Officer/
Department Head Approval

Procurement Approval

Finance Approval

County Administrator Approval

CHAPTER 4

COMPETITIVE SEALED BIDDING

In this Chapter look for . . .

- 4 General
- 4.1 Competitive Sealed Bidding
- 4.2 Preparation and Issuance of IFBs
- 4.3 Sealed Bids - Receipt, Opening, Evaluation, and Award
- 4.4 Negotiation with the Lowest Responsible Bidder

Annexes

- 4-A IFB Step-by-Step Procedures
- 4-B Sample IFB
- 4-C Pre-bid Conference Checklist
- 4-D Sample IFB Sign-in Sheet
- 4-E Sample IFB Cover Sheet
- 4-F Sample IFB Addendum
- 4-G Sample Bid Tabulation
- 4-H Sample IFB Denial Letter
- 4-I Sample IFB Contract Documents
- 4-J Sample IFB Resolution for Board Packet to Award Contract
- 4-K Sample Contract Review Form

- 4. **General.** Competitive sealed bidding is the preferred method for acquiring goods and nonprofessional services for when the estimated cost is over ~~\$75,000~~^{\$30,000}. It is also required on transportation-related construction, if the aggregate or sum of all phases exceeds \$25,000.
- 4.1 **Competitive Sealed Bidding.** The goods or service to be procured when using this method must be capable of being described so that bids submitted by potential contractors can be evaluated against the description in the Invitation for Bids (IFB) and an award made to the lowest responsive and responsible bidder. Competitive sealed bidding includes the issuance of a written IFB containing the specifications or scope of work and the contractual terms and conditions applicable to the procurement. The requirements set forth in the IFB may include special qualifications required of potential contractors, life-cycle costing, value analysis, and any other criteria such as testing, quality, workmanship, delivery and suitability for a particular purpose which may help in determining acceptability. IFBs must describe the requirements accurately and completely. Unnecessarily restrictive specifications or terms and conditions that unduly limit competition must be avoided. In addition to the public notice, bids are to be solicited directly from potential bidders. In the competitive sealed bid process, bids are publicly opened and read aloud. The bids are evaluated based upon the requirements set forth in the IFB.
- 4.2 **Preparation and Issuance of IFBs.**
 - a. **Format.** Prepare the IFB using the template format and contents. Establish a due date and time that will allow sufficient time for potential bidders to seek clarification and for the issuance of an addendum, if necessary. The due date shall not be less than 10 days from the issue date of the IFB.
 - b. **Scope.** Specify in detail the materials, equipment, and supplies to be furnished or the scope of work to be performed by the contractor, including or incorporating by reference the specifications, drawings and contractual terms and conditions applicable to the procurement.

- c. **Verify.** Review the IFB Solicitation and IFB Step-by Step Procedures (Annex 4-A) to assure that all requirements applicable to the procurement have been met.
- d. **Conferences/Site visits.** All prebid conferences and/or site visits shall be mentioned in both the IFB and any advertisement. If attendance at such a conference or site visit is a prerequisite for bidding, the public notice period shall be long enough to provide adequate opportunity for potential bidders to obtain a copy of the IFB and attend. Any changes in the requirements of the solicitation must be made by written addendum (see Annex 4-F).
- e. **Sources.** At a minimum, the IFB shall be posted on eVA and on the County's website.

4.3 **Sealed Bids - Receipt, Opening, Evaluation, and Award.**

- a. **Receipt.** Bids shall be received until the date and time specified in the IFB. Bids are then publicly opened and read aloud. Late bids shall not be considered.
- b. **Opening.** After bid opening, each bid is evaluated to determine if it is responsive to the IFB. The responsive bids are then evaluated according to the criteria and/or evaluation procedure described in the IFB to determine which is the lowest bid.
- c. **Evaluation.** The lowest responsive bidder is then evaluated to determine if the firm is responsible.
- d. **Award.** The contract is awarded to the lowest responsive and responsible bidder. Notice of Award shall be posted on eVA.

4.4 **Negotiation with the Lowest Responsible Bidder.** If the bid from the lowest responsible bidder exceeds available funds, the County may negotiate with the apparent low bidder to obtain a contract price within available funds. "Available funds" are those budgeted by the County for the requirement and designated as such prior to the issuance of the IFB. The purpose of this provision is not to force a bidder to take a lower price but rather to negotiate an acceptable change in requirements, including price that is agreeable to both parties. Negotiations might include an extended delivery date, reduced quantity, different accessories, etc., with a corresponding reduction in price. If the county wishes to negotiate with the apparent low bidder, negotiations shall be conducted in accordance with the following procedures:

- a. The using department shall provide the purchasing officer with a written determination that the apparent low bid exceeds available funds. Such determination shall be confirmed in writing by the director of finance or his designee. The using department shall also provide the purchasing officer with a suggested reduction in scope for the proposed purchase.
- b. The purchasing officer shall advise the lowest responsible bidder, in writing, that the proposed purchase exceeds available funds and shall further suggest a reduction in scope for the proposed purchase and invite the lowest responsible bidder to amend its bid proposal based upon the proposed reduction in scope.
- c. The lowest responsible bidder shall submit an addendum to its bid, which addendum shall include the change in scope for the proposed purchase, the reduction in price and the new contract value.
- d. If the proposed addendum is acceptable to the County, the County may award a contract within funds available to the lowest responsible bidder based upon the amended bid proposal. If the County and the lowest responsible bidder cannot negotiate a contract within available funds, all bids shall be rejected.

Annex 4-A

IFB STEP-BY-STEP PROCEDURES

The following step-by-step procedures are provided as a guide on how to properly prepare an IFB when soliciting competition for goods or nonprofessional services.

STEP ONE:

DETERMINE REQUIREMENTS: What is needed, how much, where and when. In addition, a cost estimate should be determined in order to decide as to whether or not quotes or formal bids should be solicited. The total dollar value for the initial period of the contract, and all possible renewal periods should be considered. If costs for the entire contract period are expected to exceed \$7530,000,000, continue with issuing an IFB; if not, issue a RFQ.

STEP TWO:

DO PROCUREMENT PLANNING: Determining the following: contract period, procurement lead time available, need for a site visit or prebid conference, whether to use the Standard Terms & Conditions or the Master Contract, etc.

STEP THREE:

PREPARE THE IFB: Use the sequence shown below.

- I. **PURPOSE:** A purpose or summary statement of what is required should be included on the first page of the document. Sample verbiage is as follows: “The County of Louisa invites qualified insurance providers to submit bids for providing property, casualty, and general liability insurance coverage for volunteer Fire and Rescue agencies.”
- II. **STATEMENT OF NEEDS/SCOPE OF SERVICES:** Describe in complete detail the service to be performed or what is to be purchased, including quantity, as applicable. Specifications or drawings, if applicable, may be referenced and attached. **This is the most important section of the IFB because this is what bidders base their bid prices upon.** Sometimes the using department will help put together the scope of work; if not, you may refer to eVA for sample solicitations that have been issued by other localities to help in compiling the scope at <http://www.eva.state.va.us/> and click on “Solicitations and Awards (VBO). The following are sample statements that should be included in the scope of services section for the appropriate item being solicited:
 - A. **GOODS (FURNISH ONLY):** “The contractor shall furnish and deliver each of the following described item(s):”
 1. The purchase description(s) must be complete and specify the minimum needs of the County. Specifications may allow for bidding on a brand name or equivalent basis, if applicable.
 2. Other items that should be addressed in the purchase description, as appropriate, include but are not limited to inside delivery, set up and assembly, removal of trash, warranty, maintenance, packaging, etc.
 - B. **GOODS (FURNISH AND INSTALL):** “The contractor shall provide all labor, supervision, equipment, tools, materials and incidentals necessary to furnish and install (state product). All equipment, materials and installation work shall comply with this specification and any and all applicable Virginia Standards and Codes.”
 1. The purchase description(s) must be complete and specify the minimum needs of the County. Specifications may allow for bidding on a brand name or equivalent basis, if applicable.
 2. Other items that should be addressed in the purchase description, as appropriate, include but are not limited to inside delivery, set up and assembly, removal of trash, warranty, maintenance, packaging, etc.
 - C. **SERVICES:** “The contractor shall furnish all labor, supervision, equipment, tools, parts and materials, as necessary, to maintain the (type of equipment) listed in accordance with manufacturer’s service manuals (or other).”
 1. Ensure that the scope of work is complete. The contractor cannot be required to perform omitted work items.
 2. Other items that should be addressed, as appropriate, include but are not limited to repair response time, contractor certification-license requirements, workmanship, repair and maintenance records, working hours, overtime, agency-furnished materials, etc.

- III. PRE-BID CONFERENCE: If a prebid conference is desired, indicate date, time, place and whether attendance is mandatory or optional. The following verbiage is used for mandatory and optional meetings. See Annex 4-C for additional procedures.

MANDATORY: "A mandatory pre-bid meeting will be held at **10:00 a.m. on Tuesday, July 12, 2011**, at **Louisa County Ogg Building, located at 102 West Main Street, Louisa, VA 23093**. The purpose of this meeting is to allow potential bidders an opportunity to view existing conditions and present questions and obtain clarification relative to any facet of this solicitation.

Attendance at this meeting is a prerequisite to submitting a bid. Bids will only be accepted from those who are represented at the pre-bid meeting. Attendance at the pre-bid meeting will be evidenced by the representative's signature on the attendance roster. Bring a copy of the solicitation with you. Any changes resulting from this meeting will be issued in a written addendum to the solicitation."

OPTIONAL: "An optional pre-bid meeting will be held on **Wednesday, June 8, 2011, at 10:00 a.m.**, at the **Ferncliff Business Park, 4174 Three Notch Road, Louisa, VA 23093**. The purpose of this meeting is to allow potential bidders an opportunity to view current conditions and present questions and obtain clarification relative to any facet of this solicitation.

While attendance at this meeting is not a prerequisite to submitting a bid, bidders who intend to submit a bid are encouraged to attend. Bring a copy of the solicitation with you. Any changes resulting from this conference will be issued in a written addendum to the solicitation.

Should a bidder not be able to attend this meeting, they may view the site at their convenience. All bidders are **required** to visit the site to verify existing conditions and the scope of work to be performed. Failure to visit the site will in no way relieve the bidder from the necessity of completing the work in accordance with the existing conditions and intent of the drawings and/or specifications."

- IV. QUESTIONS: Determine the cutoff date for additional questions and the date on which the last addendum will be issued. The following verbiage is used to questions: "Bidders may submit any questions or requests for additional information regarding the project in written format by DATE. All questions shall be directed to Sam Massie at smassie@louisa.org or via fax at (540) 967-3404. A formal clarification will be sent out in writing on DATE, to all known potential bidders."

- V. BID SUBMISSION: Determine which items are necessary for the solicitation. Delete any items that are not required.

- VI. METHOD OF SELECTION: Sometimes the method of selection will need to be modified if the bid provides for more than one cost, for example, electrical services. Electrical services have an hourly rate and an overtime rate, plus rates for the electrician and helper. The using department will help in determining the assumed number of hours each will be used under the resulting contract. The method of selection should be modified as follows:

"After the Sealed Bids have been opened, the County shall prepare a list of those contractors who have submitted bids and met the qualifications listed in this offering. Bids shall be evaluated on the basis of the lowest **Bid Evaluation Total** from responsive and responsible bidders. The County of Louisa may cancel this IFB in whole or in part or reject any or all bids at any time prior to award. Should the County determine that a bidder is not qualified; the bidder shall be notified in writing of that determination and the reason. The award document will be a contract incorporating by reference all requirements, terms, and conditions of the solicitation of this offer.

The County will evaluate bids using the following hypothetical scenario to determine the overall lowest responsive and responsible bidder (**contractor is not responsible for completing this section; please use Appendix B for submitting costs**):"

A. **Master Electrician -**

Regular Hourly Rate (40 assumed hours) 40 x Regular Rate= \$ _____

Overtime Hourly Rate (10 assumed hours) 10 x Overtime Rate= \$ _____

B. **Electrician Helper -**

Regular Hourly Rate (40 assumed hours) 40 x Regular Rate= \$ _____

Overtime Hourly Rate (10 assumed hours) 10 x Overtime Rate= \$ _____

BID EVALUATION TOTAL (Sum of Lines A through B)

\$ _____

- VII. STANDARD TERMS AND CONDITIONS OR MASTER CONTRACT: Determine whether the Standard Terms and Conditions or the Master Contract will be used. Unless the solicitation is for a contractor, architect, or engineer, the Standard Terms and Conditions will be used.
- VIII. BID PRICE SHEET: Appendix B shall provide space and specify how price is to be submitted, e.g., lump sum, hourly rate, unit price, etc. Completed solicitations may be referenced for examples. For example, a lump sum request shall read “Bid shall be submitted as a lump sum cost, inclusive of the complete scope of services and specifications as presented in the Invitation for Bid and any and all addenda issued. \$ _____”
- IX. ATTACHMENTS: List all applicable attachments with a brief statement on their purpose.

STEP FOUR:

ISSUE THE INVITATION FOR BIDS: Prepare the IFB cover sheet, identify potential sources, prepare a bidder’s mailing list, advertise at least 10 days prior to the date set for receipt of bids by posting on the Department of General Services’ central electronic procurement website (eVA), publicly post the IFB on the County’s website and post the cover sheet in the case in the lobby. It is optional to also advertise in either The Central Virginian, the Richmond Times Dispatch, or the Daily Progress, or all, if appropriate,

- A. COVER SHEET: Use the coversheet sample on Annex 4-E.
- B. IDENTIFY POTENTIAL SOURCES: Select appropriate sources to solicit. The using department may provide additional vendors.
- C. PUBLIC POSTING: The IFB must be publicly posted in at least one newspaper of general circulation or on the Department of General Services’ central electronic procurement website (eVA), on the County’s website and in the case in the lobby.

STEP FIVE:

CONDUCT PREBID CONFERENCE AND/OR SITE VISIT: Prebid conferences and/or site visits are required for procurements over \$100,000. It is recommended that conferences not be made mandatory unless the procurement is so complex that attendance at the conference is required to understand the requirements of the procurement. Post the sign-in sheet on the County’s website.

STEP SIX:

ISSUE ADDENDUM: Issue addendum to correct errors, change bid due date, or to make any needed changes that were identified during the prebid conference, site visit, etc. See Annex 4-F for sample addendum. Post addendum on the County’s website.

STEP SEVEN:

RECEIVE BIDS: Receive bids until the due date and time specified in the IFB, either by paper submission or through the eVA online submission portal. When bids are received, stamp them and write the date and time received. Publicly open bids following receipt.

STEP EIGHT:

TABULATE THE BIDS, DETERMINE RESPONSIVENESS, AND EVALUATE:

- A. TABULATE BIDS: A bid tabulation form should be prepared showing all the vendors and bid prices (see Annex 4-G).
- B. DETERMINE RESPONSIVENESS AND EVALUATE BIDS: Review all the bids to determine if the bids conform in all material respects to the IFB. Substitution or addition of the bidder’s own contractual terms, taking exception to any of the terms and conditions or specification requirements, failure to submit a bid bond if required in the IFB, failure to sign the bid, submission of sample goods which do not meet the specification, failure to acknowledge receipt of an addendum which affects price, quantity, quality, or delivery, etc., providing multiple prices for performing a service where a single price was solicited, failure to provide prices for all categories of labor in the pricing schedule of a time and materials service contract (if required), may make a bid nonresponsive. However, a

minor mistake can be considered an informality and waived at the County's discretion. Evaluate all responsive bids in accordance with the method of selection procedure contained in the IFB to determine the low bidder.

STEP NINE:

DETERMINE RESPONSIBILITY OF THE LOW BIDDER: If references were requested to be submitted with the bid, prepare questions, call references, and record their responses.

STEP TEN:

REQUEST INSURANCE CERTIFICATE (OPTIONAL): If the County desires to verify the bidder's coverage under the provisions of the insurance clause, the purchasing officer may request the bidder to provide a certificate of insurance for the required coverage.

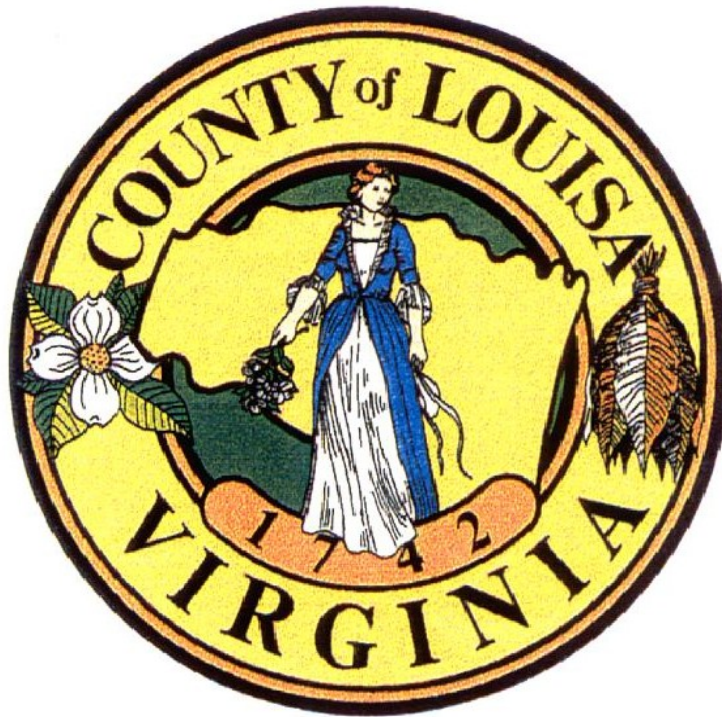
STEP ELEVEN:

AWARD CONTRACT: Prepare and issue denial letters (see Annex 4-H) to appropriate parties. Prepare the letter agreement (see Annex 4-I) and contract documents and resolution (see Annex 4-J) for the Board Packet. Prepare folder for contract documents and staple in contract review form (see Annex 4-K).

STEP TWELVE:

POST AWARD: Once the contract documents have been approved by the Board, issue the contract documents to the vendor. Post the award information on the County's website. Once the contract documents are received back from the vendor, follow the procedures on the contract review form. Once the contract documents have been finalized, post the Notice of Award on eVA.

Annex 4-B
SAMPLE IFB



COUNTY OF LOUISA, VIRGINIA
INVITATION FOR BID (IFB)
FOR
INSTALLATION OF EPOXY FLOORING AT THE LOUISA COUNTY ANIMAL SHELTER

IFB# GS-11-20

APRIL 12, 2011

**INVITATION FOR BID
(IFB)**

Issue Date: Tuesday, April 12, 2011

IFB# GS-11-20

Title: Installation of Epoxy Flooring at the Louisa County Animal Shelter

Issuing Agency:

County of Louisa, Virginia

Attn: Sam Massie

1 Woolfolk Avenue ; Suite 304PO-Box 160

Louisa, VA 23093

Location Where Work Will Be Performed:

18 Sacred Heart Avenue

Mineral, VA 23117

Period of Contract: From June 6, 2011

Through July 15, 2011

Renewable: N/A

Sealed Bids Will Be Received Until: Friday, April 29, 2011, by 3:30 p.m., local time prevailing

Direct All Inquiries for Information To:

Sam Massie, Purchasing Officer

Post Office Box 160

1 Woolfolk Avenue

Louisa, VA 23093

(540) 967-3404

smassie@louisa.org

**IF BIDS ARE MAILED, SEND DIRECTLY TO ISSUING AGENCY SHOWN ABOVE. IF BIDS ARE HAND
DELIVERED, DELIVER TO:**

County of Louisa

Louisa County Administration Building

Attn: Sam Massie

Finance Department, 2nd Floor

1 Woolfolk Avenue

Louisa, Virginia 23093

(540) 967-3404

PRE-BID CONFERENCE: An optional pre-bid conference will be held on Thursday, April 21, 2011, at 10:00 a.m. at 18 Sacred Heart Avenue, Mineral, VA 23117. If special ADA accommodations are needed, please contact Sam Massie at (540) 967-3404 by Wednesday, April 20, 2011 at 5:00 p.m.

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

INVITATION FOR BID TITLE PAGE

INVITATION NUMBER: GS-11-20 ISSUE DATE: 04/12/11

TITLE: INSTALLATION OF EPOXY FLOORING AT THE LOUISA COUNTY ANIMAL SHELTER

In compliance with this Invitation for Bid and to all the conditions imposed herein, by signing below, Bidder:

- (1) Offers and agrees to furnish the goods/services in accordance with the attached signed bid;
- (2) Agrees that upon Louisa County's written acceptance of Bidder's response to the Invitation to Bid, a valid and binding contract for services exists between Bidder and Louisa County;
- (3) Agrees that the Contract Documents will consist of, and *only* of, the Invitation for Bid, the County of Louisa, Virginia, Master Contract General Conditions Agreement and Bidder's response to the Invitation for Bid;
- (4) Certifies and warrants that the individual signing on Bidder's behalf is authorized to bind the Bidder in any and all contractual matters relating to this Invitation for Bid;
- (5) Certifies and warrants that neither Bidder, nor the individual signing on Bidder's behalf, has any business or personal relationships with any other persons, including Louisa County employees, or companies that are in conflict with the Commonwealth of Virginia's Conflict of Interest Act, or the County of Louisa, Virginia, Master Contract General Conditions Agreement; and,
- (6) Certifies and warrants that the Bidder is properly licensed for providing the goods/services specified in the Invitation for Bid and has the appropriate License or Certificate and classification(s) required to perform the work included in the scope of the bid documents, prior to submitting the bid, in accordance with Title 54.1, Chapter 11 of the Code of Virginia. If a bidder shall fail to obtain the required license prior to submission of his bid, he shall be deemed to be in violation of § 54.1-1115 of the *Code of Virginia* (1950), as amended, and his bid will not be considered.

Sign in ink and type or print requested information.

Legal Name and Address of Firm:

_____ _____ _____ _____ FEI/FIN/SSN: _____ Fax Number: _____ E-mail Address: _____	Date: _____ By: _____ (Signature) Name: _____ (Please Print) Title: _____ Telephone Number: _____
---	--

Please provide the following if applicable to this IFB:

Virginia Contractor License # _____ SCC ID # _____

Bidder shall ascertain prior to submitting a response that all Addenda issued have been received and shall **acknowledge receipt and inclusion of all Addenda here:**

Addendum #: _____	Date Issued: _____
Addendum #: _____	Date Issued: _____
Addendum #: _____	Date Issued: _____

Information the Bidder deems Proprietary is included in this response in the separate section of the bid identified immediately below.

This Title Page MUST be Submitted as Part of your Bid

TABLE OF CONTENTS FOR IFB # GS-11-20

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I. PURPOSE:

The County of Louisa invites qualified vendors to submit bids for installing epoxy flooring at the Louisa County Animal Shelter to provide a durable flooring surface which will permit proper cleaning and disinfecting, in order to comply with the Virginia Department of Agriculture and Consumer Service regulations for Animal Pounds and Shelters.

II. STATEMENT OF NEEDS/ SCOPE OF SERVICES:

- A. Furnish and install the high solids thin film epoxy flooring system as specified to all floor areas as shown on the attached plan (FP-1). Prior to installation, provide decontamination and cleaning as specified. The term "high solids thin film epoxy flooring system" as used in the specification will include the primer, intermediate coat, topcoat, and any related materials for the project.
- B. Complete the high solids thin film epoxy flooring system installation in strict accordance with the attached specifications, the coating system manufacturer's most current requirements for surface preparation, application and inspection, and the instructions for safety. In the event of a conflict between the specifications and the manufacturer's instructions, the more stringent requirements will apply.
- C. The Contractor shall be responsible for providing ventilation, initial cleaning, inspection, supervision, dust control, and equipment protection as specified. The Contractor is responsible for all other work associated with the installation including protection of existing equipment and structures in the work area, surface preparation, high solids thin film epoxy flooring application, curing, coating repair, rework, inspection, and supervision.
- D. Please note that the Louisa County Animal Shelter will be occupied and operational during the installation of the high solids thin film epoxy flooring system. The project will be phased per the attached plan (PP-1) in order to accommodate the continued operation of the shelter as well as to maintain the safety of the Shelter personnel and animals.

III. BIDDER'S INSTRUCTION:

A. BID PREPARATION:

- 1. An optional pre-bid meeting will be held at **10:00 a.m. on Thursday, April 21, 2011, at 18 Sacred Heart Avenue, Mineral, VA 23117**. The purpose of this meeting is to allow potential bidders an opportunity to view current conditions and present questions and obtain clarification relative to any facet of this solicitation.

While attendance at this meeting is not a prerequisite to submitting a bid, bidders who intend to submit a bid are encouraged to attend. Bring a copy of the solicitation with you. Any changes resulting from this conference will be issued in a written addendum to the solicitation.

Should a bidder not be able to attend this meeting, they may pre-arrange a site visit with the General Services Department by contacting Cindy Moore at (540) 967-3462. All bidders are required to visit the site to verify existing conditions and the scope of work to be performed. Failure to visit the site will in no way relieve the bidder from the necessity of completing the work in accordance with the existing conditions and intent of the drawings and/or specifications.

- 2. Bidders may submit questions or requests for additional information regarding technical specifications and/or proposal submission in written format by Friday, April 22, 2011. All questions shall be directed to Sam Massie at smassie@louisa.org or via fax at (540) 967-3439. A formal clarification will be sent out in writing on Monday, April 25, 2011, to all known potential bidders.
- 3. The Bidder must submit a bid, which demonstrates and provides evidence that the Bidder has the capabilities, professional expertise, and experience to provide the necessary services as described in this IFB. The Bidder shall ensure that all information required herein is submitted with the bid. All information provided should be verifiable by documentation requested by the County of Louisa. Failure to provide all information, inaccuracy or misstatement may be sufficient cause for rejection of the bid or rescission of an award.

4. Bids shall be signed by the authorized representative of the Bidder.
5. Bids should be prepared simply and economically, providing a straightforward, concise, detailed description of capabilities to satisfy the requirements of the IFB.
6. All expenses for making Bids to the County shall be incurred by the Bidder.
7. Bidder must be authorized to transact business in Virginia as a domestic or foreign business entity as required by the State Corporation Commission, if such is required by law. Such status shall be maintained during the term of a contract. A contract entered into by a business in violation of the requirements is voidable at the option of the public body.

B. BID SUBMISSION: The following documents must be received in our office via hard copy no later than the closing date and time stated below:

If submitting through eVA, the Virginia e-procurement website, an electronic copy is acceptable.

1. Signed original of the completed Invitation for Bid Title Page
2. Signed Appendix A "County of Louisa, Virginia, **Virginia Standard Terms and Conditions.**"
3. Completed Appendix B "Bid Price Sheet"
4. **BID BOND:** Each bid shall be accompanied by a bid bond of five percent (5%) of the amount of the bid, which shall be a certified check, cash escrow or a bid bond payable to the County of Louisa. The sureties of all bonds shall be of such surety company or companies as are approved by the State and are authorized to transact business in the Commonwealth of Virginia. Such bid bond or check shall be submitted with the understanding that it shall guarantee that the bidder will not withdraw such bid during the period of 30 days following the opening of bids; that if such bid is accepted, the bidder will accept and perform under the terms of the Invitation for Bids and purchase order or contract.
5. **PERFORMANCE AND PAYMENT BONDS:** The successful bidder shall deliver to the purchasing office executed Performance and Payment Bonds, each in the sum of the contract amount, with the County of Louisa as obligee. The surety shall be a surety company or companies approved by the State Corporation Commission to transact business in the Commonwealth of Virginia. No payment shall be due and payable to the contractor, even if the contract has been performed in whole or in part, until the bonds have been delivered to and approved by the purchasing office.
6. **EROSION AND SEDIMENTATION CONTROL PERFORMANCE BOND:** The successful bidder shall deliver to the purchasing office an executed Erosion and Sedimentation Control Performance Bond in the sum of \$_____, with the County of Louisa as obligee. The surety shall be a surety company or companies approved by the State Corporation Commission to transact business in the Commonwealth of Virginia. No payment shall be due and payable to the contractor, even if the contract has been performed in whole or in part, until the bonds have been delivered to and approved by the purchasing office.
7. A list of Bidders proposed staffing to provide services; including primary and back up assignments. Include resumes and credentials for the personnel to be assigned to this service contract. The personnel named in the bid shall remain assigned to the project throughout the period of the service contract. No replacement may be made without submission of a resume and credentials for approval by the County. A background investigation for the replacement will be required.
8. A list of client references of similar service contracts, including at least three (3) customers. These references must include name, address, and telephone number.
9. If substitutions are made to specific component items identified in this IFB, the Bidder shall clearly indicate exception being taken. Exceptions to the bid must be clearly identified, and reasons for the exception clearly stated. Information concerning the items substituted must present clear evidence that

the component specified is improper or unnecessary for the intended use, and/or the substituted component is equal or better than that specified by the County.

10. A copy of any applicable Federal, State, or Local license required to legally perform the service, or sell the goods specified in the IFB shall be attached to the bid.
11. A certificate of insurance for all required coverages endorsing the County of Louisa to the insurance policy as an additional insured.
12. Bidders are reminded that changes to the IFB, in the form of addenda, are often issued between the issue date and within 5 days of the due date of the solicitation. All addenda must be acknowledged on the IFB Title Page. Notice of addenda will be posted on eVA and on the County of Louisa procurement page www.louisacounty.com/procurement. It is the bidder's responsibility to monitor the webpage for the most current addenda.
13. A clear statement of analysis (IE; food value, chemical composition, breaking strength, etc.).
14. An oral presentation, for further clarification may be required in addition to the written bid, but shall in no way change the original bid.
15. If submitting electronically through eVA, **One (1) electronic document** in WORD format or searchable PDF of the entire bid as one document, **INCLUDING ALL ATTACHMENTS** must be uploaded through the eVA online submission portal.
16. Should the proposal contain **proprietary information**, provide **one (1) redacted electronic copy** of the bid and attachments **with proprietary portions removed or blacked out**. This redacted copy should follow the same upload procedures as described on item III. B. of this RFP. This redacted copy should be clearly marked "*Redacted Copy*" within the name of the document. The classification of an entire proposal document, line item prices and/or total proposal prices as proprietary or trade secrets is not acceptable. Louisa County shall not be responsible for the Contractor's failure to exclude proprietary information from this redacted copy.

The Bid Form, the bid security, if any, and any other documents required, shall be enclosed in a sealed opaque envelope. Any notation or notations on the exterior of the envelope purporting to alter, amend, modify, or revise the bid contained within the envelope shall be of no effect and shall be disregarded.

The IFB number and closing date must be clearly marked on the outside of the envelope. Each sealed envelope containing a Bid must be plainly marked on the outside as follows:

1. Title of Solicitation
2. IFB# **XX-XX-XX**
3. Name of the Bidder
4. Address of the Bidder
5. Due Date and Time: **XX/XX/XX @ 3:30 p.m.**
6. A Statement reading "This container is not to be opened prior to the Bid Opening."

Should any Bid be received which is not so identified, the bidder assumes the risk that the submission will be opened prior to the Bid Opening. Bids so opened shall be disqualified.

This solicitation will close on Friday, April 29, 2011, at 3:30 p.m., local time prevailing.

Return the bid to:

Mail to: (US Mail)
County of Louisa
PO Box 160
Louisa, VA 23093
Attn: Sam Massie

or Hand Delivery (FEDEX, UPS, etc.)
County of Louisa
Louisa County Administration Building
Finance Department, 2nd Floor
1 Woolfolk Avenue

- C. **SUBMISSION OF PROPRIETARY INFORMATION:** All information submitted to the County in response to this solicitation will constitute public information and will be available to the public for inspection upon request pursuant to the Virginia Freedom of Information Act (FOIA).

Pursuant to Virginia Code Section 2.2-4342 and County of Louisa Code Section 60-24, a Bidder/Offeror may request an exception to disclosure for trade secrets or proprietary information as such is defined under Virginia Code Section 59.1-336, part of the Uniform Trade Secrets Act.

In order to claim this exemption, the Bidder/Offeror shall perform ALL of the following: (i) include a written request indicating Bidder/Offeror's desire to invoke the protections of Virginia Code Section 2.2-4342 with submitted proposal materials/data; (ii) specifically identify the data or other materials to be protected by clearly labeling each page containing applicable data as PROPRIETARY; and (iii) to the County's satisfaction, articulate the rationale for why protection for the particular data or materials is necessary. The classification of an entire bid or proposal document, line item prices and/or total bid or proposal prices as proprietary or trade secrets is not acceptable.

Without waiving sovereign immunity or any other available defenses, the County asserts that failure to meet all of these requirements will result in the data or materials being open for inspection in response to a valid inquiry under FOIA and will serve to waive any right of the Bidder/Offeror to assert a claim against the County for disclosure of trade secrets or proprietary information.

Bidder/Offeror shall be responsible for intervening and defending, at its expense, any demands made upon the County by third parties for production of any such items.

- D. **RECEIPT OF BIDS/LATE BIDS:** It is the Bidders responsibility to ensure that his/her bid is received prior to or at the specific time and the place designated in the solicitation. **Bids received after the date and time specified shall not be considered.**

Bids will be opened at the time and place stated in the advertisement, and their contents made public for the information of bidders and others interested who may be present either in person or by representative. The County personnel whose duty it is to open the bids will decide when the specified time has arrived.

Bids shall be addressed as indicated in the Advertisement for Bids and shall be delivered, enclosed in a sealed envelope, marked "Bid" and bearing the title of the work, name of the bidder, and the contractor's license number of the bidder. Bidders shall clearly mark on the outside of the bid envelope which contract(s) they are bidding.

No responsibility will be attached to any County personnel for the premature opening of a bid not properly addressed and identified on the outside of a sealed envelope.

E. COOPERATIVE PROCUREMENT:

1. This procurement is being conducted on behalf of Louisa County, Virginia and other public bodies in accordance with the provisions of §2.2-4304 of the Virginia Public Procurement Act and §60-5.1 of the Louisa County Code.
2. If approved by the Contractor, the contract resulting from this procurement may be used by other public bodies to purchase at contract prices and in accordance with the contract terms. The Contractor shall deal directly with any public body it approves to use the contract.
3. With the approval of the Contractor, any public body using the resultant contract has the option of executing a separate contract with the Contractor to add terms and conditions required by statute, ordinances, or regulations, or to remove terms and conditions which conflict with its governing statutes, ordinances, or regulations. If, when preparing such a contract, the general terms and conditions of a public body are unacceptable to the Contractor, the Contractor may withdraw its extension of the award to that public body.

4. The County of Louisa, its officials and staff are not responsible for placement of orders, invoicing, payments, contractual disputes, or any other transactions between the Contractor and any other public bodies, and in no event shall the County, its officials or staff be responsible for any costs, damages or injury resulting to any party from use of a Louisa County contract.
5. It is the Contractors responsibility to notify other public body(s) of the availability of the contract(s).

IV. METHOD OF SELECTION:

After the Sealed Bids have been opened, the County shall prepare a list of those contractors who have submitted bids and met the qualifications listed in this offering. Award shall be given based on the lowest responsive and responsible bidder. In case of arithmetic errors, the unit price will govern. The County of Louisa may cancel this IFB in whole or in part or reject any or all bids at any time prior to award. Should the County determine that a bidder is not qualified; the bidder shall be notified in writing of that determination and the reason. The award document will be a contract incorporating by reference all requirements, terms, and conditions of the solicitation of this offer.

The County reserves the right to evaluate any sources of information available.

V. COUNTY OF LOUISA, VIRGINIA, MASTER CONTRACT GENERAL CONDITIONS AGREEMENT

See Appendix A. Louisa County does not accept changes to the County of Louisa, Virginia, Master Contract General Conditions Agreement, and any attempt by the Bidder to make such changes is in itself reason for a bid to be declared as non-responsive to the IFB and rejected by the County.

VI. BID PRICE SHEET

See Appendix B

VII. DRAWINGS

See attached drawings FP-1 and PP-1.

VIII. SPECIFICATIONS

See attached flooring specifications, Section 096723, for high solids thin film epoxy.

Annex 4-C

PRE-BID CONFERENCE CHECKLIST

The following points are to be considered when pre-bid conferences are used:

_____ Requirement: Prebid conferences are required for complex and/or large dollar value (over \$100,000) solicitations.

Preparation:

_____ Reserve a meeting room or location suitable to accommodate the anticipated attendance, if necessary. Be sure the site is accessible; if outside, specify an alternate date or place in the event of inclement weather.

_____ Coordinate with the using department to determine who will speak for the requisitioning activity and conduct the conference and/or site visit.

_____ Have extra copies available of the solicitation and all attachments.

_____ Have a sign-in sheet prepared (Annex 4-D).

Conduct of Conference/Site Visit:

_____ Note the date, time, location, and name of solicitation of the conference. If this is a mandatory conference and a cutoff time for late arrivals was stated in the solicitation, remind attendees, and enforce it.

_____ Welcome participants, and introduce key people.

_____ Require all present to sign the sign-in sheet.

_____ Explain the purpose of the conference/site visit - how it is to be conducted, how any addenda are issued, if necessary, and whether attendance is mandatory or not, etc. Attendees are to be told that no changes resulting from the conference are official unless issued in writing in the form of an addendum.

_____ Take detailed notes of questions and answers to be provided in an addendum.

After the conference:

_____ If an addendum is to be issued, prepare it as indicated in the example provided in Annex 4-E. The using department shall review and approve the addendum before issuing it to the vendors. If clarification is needed on a question or answer that was asked at the pre-bid conference, ask the using department for help.

_____ After final approval from the using department, issue the addendum to all known potential vendors, post on the County's website, and post it on the Department of General Services' central electronic procurement website (eVA).

Annex 4-D

SAMPLE PRE-BID/PROPOSAL SIGN-IN SHEET

	Name	Company Name	E-mail Address	Telephone #
1				
2				
3				
4				
5				
6				
7				
8				

SAMPLE IFB COVER SHEET



COUNTY OF LOUISA
Finance Department

INVITATION FOR BID
COUNTY OF LOUISA

The County of Louisa invites qualified contractors to submit bids for providing public roads and infrastructure for the Ferncliff Business Park, located at Ferncliff, Virginia. An optional pre-bid conference will be held at 10:00 a.m. on Wednesday, June 8, 2011, at the Ferncliff Business Park, 4174 Three Notch Road, Louisa, VA 23093. The purpose of this conference is to allow potential bidders an opportunity to view existing conditions and present questions and obtain clarification relative to any facet of this solicitation. Specifications may be obtained from the Louisa County Finance Department, One Woolfolk Avenue, Louisa or by mail: ~~P.O. Box 1601~~ Woolfolk Avenue; Suite 304, Louisa, VA 23093, or the county's website, www.louisacounty.com. Proposals are due by 2:00 p.m. at the above address on Wednesday, June 22, 2011. All proposals should be clearly marked "IFB # ED-11-02 – Ferncliff Business Park" on the outside of the envelope. Questions or requests for information packet should be directed to the above address or by calling 540-967-3404, M - F, 8:30 a.m. to 5:00 p.m.

Annex 4-F

SAMPLE IFB ADDENDUM



COUNTY OF LOUISA
Finance Department

INVITATION FOR BID # GS-11-20
ADDENDUM NUMBER 1

Date: April 22, 2011

Title: Installation of Epoxy Flooring at the Louisa County Animal Shelter

1. Work shall be performed during normal business hours of the Louisa County Animal Shelter, Tuesday through Saturday, 7:00 a.m. - 3:00 p.m. Accommodations may be made for extended hours, if necessary.
2. The project phasing will remain as specified on drawing PP-1.
3. The grated floor drain systems will NOT be epoxy coated. The epoxy coating will be terminated at the edge of the grated floor drain systems.
4. Standard electrical power and water supply is available for the contractors use.
5. The County will remove the cage fronts from the kennels prior to the contractor beginning phased work.
6. Areas will be cleared of all equipment and furnishings by the County prior to the contractor beginning phased work.
7. The individual kennels in the Dog Holding Room have an existing cant cove to remain. The perimeter and exterior walls of the kennels will require new cant cove, which the contractor is responsible for providing and installing.
8. The contractor shall provide and install cant cove on all stainless steel walls.
9. Contractor's base bid shall only be for Tnemec, as specified in the flooring specification. Contractors may also provide a high solid film epoxy substitution equal to or greater than the quality of the specified Tnemec by including it as an alternate on the attached revised bid price sheet. Specifications for the substitution shall be included with the bid and the County will evaluate the substitute product. However, the County reserves the exclusive right to reject a substitution regardless of product quality or price.

END OF ADDENDUM

Attachment (1)

Annex 4-G

SAMPLE BID TABULATION

Title and #: Installation of Epoxy Flooring at the Louisa County Animal Shelter # GS-11-20

NAME OF BIDDER	ADDRESS	BASE BID AMOUNT (Requested - Tnemec Brand)	GLASS BEADS	TOTAL BID PRICE (Other Brand)	TOTAL BID PRICE (Requested Tnemec Brand)
Company A		\$41,232.00		General Polymers \$35,963.00	\$41,232.00
Company B		\$25,000.00	INCL	General Polymers \$22,000.00	\$25,000.00
Company C		NA		Dur-A-Flex, Inc. \$29,085.00	
Company D		\$29,355.00		Florock \$27,355.00	\$29,355.00
Company E		\$24,000.00	\$4,400.00	NA	\$28,400.00
Company F		\$20,961.00	\$3,332.00	NA	\$24,293.00

Annex 4-H

SAMPLE IFB DENIAL LETTER



COUNTY OF LOUISA
Finance Department

May 3, 2011

Company A Corporation
Attn: John Smith
6313 Monument Avenue
Richmond, VA 23226

RE: IFB # GS-11-20
Installation of Epoxy Flooring at the Louisa County Animal Shelter

Dear Mr. Smith:

After careful review, the County of Louisa intends to award the contract for installation of Epoxy Flooring at the Louisa County Animal Shelter to Company A Corporation, the vendor with the lowest, responsive and responsible bid.

We appreciate your interest in doing business with the County of Louisa and hope that you will continue to participate in our procurement process.

If you have any questions, please feel free to contact me at 540-967-3404.

Sincerely,

Sam Massie
Purchasing Officer

Annex 4-I

SAMPLE IFB LETTER AGREEMENT



COUNTY OF LOUISA
Finance Department

May 17, 2011

Company A Corporation
Attn: John Smith
3355 Liberty Road
Villa Rica, GA 30180

Re: Letter Agreement for Installation of Epoxy Flooring at the Louisa County Animal Shelter

Dear Mr. Smith:

I wish to congratulate you on being the successful low, responsive and responsible bidder on Invitation for Bid (IFB) # GS-11-20 for installing Tnemec Brand Epoxy Flooring at the Louisa County Animal Shelter (the "Services"). This contract is effective for the term stated in the requirements of the IFB. The total cost for providing these services is \$24,293.00.

The contract for the Services consists of the following documents (collectively the "Contract Documents"):

- 1) This Letter Agreement;
- 2) IFB dated April 12, 2011;
- 3) Appendix A – County of Louisa, Virginia, Master Contract General Conditions Agreement; and
- 4) Appendix B – Bid Price Sheet.

By signing this Letter Agreement, Advanced Surfaces Corporation agrees that (i) the Contract Documents govern the relationship between the County and Advanced Surfaces Corporation (ii) the Contract Documents govern any and all matters related to the Services performed and (iii) no modification to the Contract Documents will be binding on the County unless such modification is made in writing and signed by a County representative in accordance with all applicable Federal, State and Local laws, including procurement laws.

Please find enclosed two (2) copies of the Contract Documents between Advanced Surfaces Corporation and the County of Louisa, Virginia. Please acknowledge by your signature below, the receipt of a complete set of the Contract Documents, and return both signed copies to my attention at the address listed below. I will forward you an executed copy of the Contract Documents once signed by the County.

County of Louisa
Attn: Sam Massie
~~PO Box 1601~~ Woolfolk Avenue; Suite 304
Louisa, VA 23093

We look forward to doing business with you. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

Sam Massie
Purchasing Officer

I agree to the terms of this Letter Agreement, and acknowledge receipt of a complete set of the Contract Documents.

CONTRACTOR:

Company: _____

Signature: _____

Printed Name: _____

Title: _____ Date: _____

County Of Louisa

~~PO Box 1601~~ Woolfolk Avenue; Suite 304

Louisa, Virginia 23093

By: _____

Name: Christian Goodwin

Title: County Administrator

Annex 4-J

SAMPLE IFB RESOLUTION FOR BOARD PACKET TO AWARD CONTRACT

A RESOLUTION TO APPROVE AND AWARD A CONTRACT TO Company B & SONS, INC. FOR THE FERNCLIFF BUSINESS PARK ACCESS ROAD PROJECT

WHEREAS, Invitation for Bid #ED-11-02 was issued on May 26, 2011, in order to solicit bids from qualified contractors to provide public roads and infrastructure for the Ferncliff Business Park, located in Ferncliff, Virginia; and

WHEREAS, this solicitation was advertised in the May 27, 2011 edition of The Richmond Times-Dispatch, the June 2, 2011 edition of The Central Virginian, on the County's website, in the Louisa County Office Building, and was sent to forty-one (41) vendors, including all those on the vendor bid list; and

WHEREAS, an optional pre-bid meeting was held on June 8, 2011 at the Ferncliff Business Park for the purpose of allowing potential bidders an opportunity to view existing conditions and present questions and obtain clarification relative to any facet of the solicitation; and

WHEREAS, bids were due by 2:00 p.m. on Wednesday, June 22, 2011 at the Louisa County Administration Building; and

WHEREAS, eleven (11) bids were received ranging from \$824,964.52 to \$1,139,232.00; and

WHEREAS, Company B & Sons, Inc. was deemed the lowest, responsive and responsible bidder at \$824,964.52.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of July 2011, that the Louisa County Board of Supervisors hereby authorizes the County Administrator to enter into the contract with Company B & Sons, Inc. for the Ferncliff Business Park Access Road Project on behalf of the County of Louisa, so long as such contract is consistent with the Invitation to Bid, is consistent with the low responsive and responsible bidder price of \$824,964.52 and only after the County Attorney for Louisa County, Virginia approves such contract as to form. The source of these funds is Ferncliff Business Park Access Road (GL # 4-303-82000-5630).

SAMPLE CONTRACT REVIEW FORM



County of Louisa

Begin Date: _____
End Date: _____

CONTRACT REVIEW

- Procurement Officer ☐ – Verify procurement guidelines; Create folder
– Prepare contract using pre-approved format
– Forward folder to contractor for signature (Date: _____)
- Procurement Officer: ☐ – Obtain contractor signatures
– Submit folder to County Attorney (Date: _____)
- County Attorney: ☐ – Approve as to form
– Forward folder to County Administrator (Date: _____)
- Administration: ☐ – County Administrator signs originals (Date: _____)
– Forward folder to Procurement Officer
- Procurement Officer ☐ – 1 original to contractor, 1 copy to file, 1 copy to Department Head, 1 copy to Treasurer
- Procurement Officer: ☐ – Enter into Minutetrak to add to Board packet for approval/notification - include bid tabulation (Date: _____)
– Send IT email to add to County's website (Date: _____)
– Complete Purchase Requisition and forward to Department Head for signature

CHAPTER 5

COMPETITIVE NEGOTIATION

In this Chapter look for . . .

- 5. General
- 5.1 Competitive Negotiation (For Goods and Nonprofessional Services)
- 5.2 Preparation and Issuance of a Request for Proposal (RFP)
- 5.3 Sealed proposals - Receipt and Evaluation
- 5.4 Negotiation and Award

Annexes

- 5-A RFP Step-by-Step Procedures
- 5-B Sample RFP
- 5-C Do's and Don'ts of Negotiation
- 5-D Sample Proposal Evaluation Scoring Sheet
- 5-E Sample Evaluation Summary
- 5-F Sample RFP Denial Letter
- 5-G Sample RFP Contract Documents
- 5-H Sample RFP Resolution for Board Packet to Award Contract

5. **General.** The Code of Virginia § 2.2-4302.2 requires the use of competitive negotiation for the procurement of all professional services. Professional services is defined as “work performed by an independent contractor within the scope of the practice of accounting, actuarial services, architecture, land surveying, landscape architecture, law, dentistry, medicine, optometry, pharmacy, or professional engineering. Competitive negotiation may be the procurement method used for goods and nonprofessional services when it is not practicable or fiscally advantageous to use competitive sealed bidding.
- 5.1 **Competitive Negotiation (for Goods and Nonprofessional Services).** Competitive negotiation has the advantage of flexibility for describing in general terms what is being sought and the factors to be used in evaluating responses. It offers the opportunity, through negotiation, to change the content of an offer and pricing after opening. Negotiation is the dialogue that occurs to achieve mutually satisfactory objectives and benefits and to reconcile differences through mediation. This discussion provides the means for both the buyer and seller to reach agreement on a contract's content, terms, and conditions. In the course of negotiation, both parties should be able to reach a mutually acceptable agreement. Competitive negotiation is not “horse trading,” “haggling,” or an auction. Competitive negotiation, properly carried out, requires skill and extensive preparation on the part of the negotiators to achieve specific procurement objectives.

This method of procurement requires the issuance of a Request For Proposal (RFP) that describes in general terms the requirement, the factors that will be used to evaluate the proposal, the County's Standard Terms and Conditions, plus any special conditions including unique capabilities or qualifications that will be required. All responses must be held unopened until the date and time specified for their receipt.

5.2 **Preparation and Issuance of a Request for Proposal (RFP).**

- a. Upon a determination made in advance by the County and set forth in writing that competitive sealed bidding is either not practicable or not fiscally advantageous to the public, goods, services, or insurance may be procured by competitive negotiation. The writing shall document the basis for this determination.

- b. A written RFP is issued to describe in general terms that which is to be procured (see Annex 5-B for format and contents). The RFP must specify and list the specific requirements to be addressed by the offerors that will be used in evaluating the proposals and will contain other applicable contractual terms and conditions, including any unique capabilities or qualifications required of the contractor. When the terms and conditions of multiple awards are so provided in the RFP, awards may be made to more than one offeror.
- c. Mandatory requirements should be kept to a minimum and refer only to those areas that are required by law or regulation or are such that they cannot be waived and are not subject to negotiation. The use of “shall” or “must” indicates a mandatory requirement. Specify any optional information desired. The factors for use in evaluation shall be stated in the RFP. Price shall be one of the factors considered, but need not be the determining one.
- d. Review the RFP Solicitation and RFP Step-by-Step Procedures (Annex 5-A) to assure that all specific requirements applicable to the procurement have been met.
- e. Establish a proposal submission due date and time which provide sufficient time for potential offerors to develop a proposal. The minimum time period is ten (10) days from issue date of the RFP. The time period used may be greater than the required ten (10) days based on the complexity of the requirement and whether or not a preproposal conference is required.
- f. All preproposal conferences or site visits must be mentioned in the RFP and any advertisement of it. If attendance at such a conference or site visit is a prerequisite for submitting a proposal, the public notice period must be at least ten (10) days after issuance to provide adequate opportunity for potential offerors to obtain a copy of the RFP and attend.
- g. RFPs shall be advertised in a newspaper of general circulation or on the Department of General Services' central electronic procurement website (eVA). The advertisement should be a brief statement about the requirement and information on how to receive a copy of the solicitation (see Annex 4-E).

5.3 **Sealed Proposals - Receipt and Evaluation.**

- a. Public openings of proposals are not required. If a public opening is held, the names of the individuals, or the names of firms submitting proposals in a timely manner, is the only information read aloud and made available to the offerors and general public.
- b. The proposals are evaluated by the buyer and an evaluation team. Proposals are evaluated on the basis of the criteria set forth in the RFP. All RFP responses are to be evaluated. Proposals not meeting requirements should be scored lower. Two or more offerors determined to be fully qualified and best suited are then selected for interviews and negotiation. Price is considered, but need not be the sole determining factor.
- c. During the evaluation phase it may be determined by the evaluation panel that only one offeror is fully qualified, or that one offeror is CLEARLY more highly qualified than the others under consideration. A written determination shall be prepared and retained in the contract file to document the meaningful and convincing facts supporting the decision for selecting only one offeror and negotiating with that offeror.

5.4 **Negotiation and Award.**

- a. Negotiations are conducted with each of the offerors so selected (see Annex 5-C for Do's and Don'ts of Negotiation). Negotiation allows modification of proposals, including price. Offers and counter-offers may be made as many times with each offeror as is necessary to secure a reasonable contract. After negotiations have been conducted with each of the selected offerors, the County selects the offeror which, in its opinion, has made the best proposal. In all cases, written confirmation shall be obtained from the offeror on any modifications of the original proposal.
- b. For competitively negotiated procurements, once evaluation and negotiations have been completed with selected offeror(s), the agency must prepare a written narrative summarizing the rationale for the ratings that are developed for each proposal received. The summary shall address the merits of the proposal relative to the evaluation ratings; it shall not compare proposals to each other (see Annex 5-E). The County is not required to furnish a statement of the reason why a particular proposal was not deemed to be the most advantageous (*Code*

of Virginia, § 2.2-4359D). Offerors may inspect the proposal records after evaluation and negotiations are complete, but prior to award (see *Code of Virginia*, §2.2-4342 (d)).

Note: Although the County is not required to conduct formal debriefings upon completion of the evaluation process, if after review of the procurement file a vendor requests further clarification of specific issues, the purchasing officer should be prepared to discuss pertinent information in regards to the procurement process. It is not intended that advice be provided in regards to how a vendor could strengthen future responses to make him more competitive, as that should be self-evident upon completion of his review.

- c. Agencies may cancel a RFP, or reject proposals at any time prior to making an award.
- d. The award documents shall incorporate, by reference, the terms and conditions of the RFP and the contractor's proposal, together with all written modifications thereof.

Annex 5-A

RFP STEP-BY-STEP PROCEDURES

The following step-by-step procedures are a guide on how to properly prepare an RFP for the procurement of goods or services by competitive negotiation.

STEP 1 - PREPARE THE REQUEST FOR PROPOSAL (RFP)

Competitive negotiation is a method of contractor selection which includes issuance of a written RFP indicating in general terms that which is sought to be procured, specifying the factors that will be used in evaluating the proposals, and containing or incorporating by reference the applicable contractual terms and conditions including any unique capabilities or qualifications which will be required of the contractor. The RFP should be prepared using the sequence shown on Annex 5-B.

Preparing the RFP - The following is an explanation of the contents of each section of an RFP.

- I. PURPOSE: Include a brief statement of the purpose of the RFP. The following are typical examples of language used in writing this section for goods and services.
 - A. Goods: “The purpose of this Request for Proposal (RFP) is to solicit proposals to establish a contract through competitive negotiation for the (purchase/lease-purchase/lease/rental) of (generic commodity description) by the County of Louisa.”
 - B. Services: “The purpose of this Request for Proposal (RFP) is to solicit proposals to establish a contract through competitive negotiation for the purchase of (type of consultant services/type of maintenance services/type of other nonprofessional services) by the County of Louisa.”
- II. STATEMENT OF NEEDS/SCOPE OF SERVICES:
 - A. The Statement of Needs should describe in general terms, the service to be performed or the goods to be purchased, including quantity, if applicable. Specifications and/or drawings may be referenced by attachment.
 - B. Items that should be addressed in the Statement of Needs include the specific tasks, subtasks, parameters, and limitations restricting such task or subtasks which should be accomplished and/or considered by the contractor or included in the final product. Consequently, each task should be numbered and organized in such a manner as to identify it as an individual task among many. This is one of the most important sections of the RFP, because it is the section upon which the offerors will base their proposed prices.
 - C. Other items that should be addressed, as appropriate, include but are not limited to, County furnished materials such as plans, statistical reports, office space, personnel, response times, workmanship, working hours, overtime, access to work site, etc.
 - D. The following are samples of the beginning language:
 1. Goods: “The contractor shall furnish ____ each of the following described item(s):”
 - a. The description must specify the minimum desired functions of the item(s) and/or the desired characteristics, design, etc., if applicable. The use of brand names is more appropriate in an IFB than a RFP.
 - b. Other items that should be addressed include but are not limited to inside delivery, set up and assembly, removal of trash, warranty, maintenance, packaging, etc., as appropriate.
 2. Consultant Services: “The contractor shall furnish all labor and resources to conduct a management study of (name of specific area, etc.) for the purpose of analyzing and recommending appropriate changes to improve efficiency, etc.”

3. Nonprofessional Services: “The contractor shall furnish all labor, materials, etc. to provide Janitorial Services/Dental Services/Food Service Operations/etc. to the County of Louisa.”

III. PREPROPOSAL CONFERENCE: If a preproposal conference is desired, indicate date, time, place, and whether attendance is mandatory or optional. See Annex 4-C for additional procedures and Annex 4-A (III) for specific wording regarding mandatory and optional conferences.

IV. PROPOSAL PREPARATION AND SUBMISSION INSTRUCTIONS:

A. GENERAL INSTRUCTIONS: This section is used to inform the potential offerors of how many copies of the proposal must be submitted, how the proposal is to be prepared, the possibility of oral presentations by the offerors, etc. To reduce administrative burden and costs, request enough copies so that each evaluator is provided a copy. The following are sample paragraphs normally used in this section.

1. RFP Response: In order to be considered for selection, offerors must submit a complete response to this RFP. One (1) original and () copies of each proposal must be submitted to the County.

2. Proposal Preparation:

- a. Proposals shall be signed by the authorized representative of the Proposer.
- b. Proposals should be prepared simply and economically, providing a straightforward, concise, detailed description of capabilities to satisfy the requirements of the RFP.
- c. All expenses for making proposals to the County shall be incurred by the Offeror.
- d. Offeror must be authorized to transact business in Virginia as a domestic or foreign business entity as required by the State Corporation Commission, if such is required by law. Such status shall be maintained during the term of a contract. A contract entered into by a business in violation of the requirements is voidable at the option of the public body.
- e. The Offeror must submit a proposal, which demonstrates and provides evidence that the Offeror has the capabilities, professional expertise, and experience to provide the necessary services as described in this RFP. The Offeror shall ensure that all information required in the RFP is submitted with the proposal. All information provided should be verifiable by documentation requested by the County of Louisa. Failure to provide all information, inaccuracy or misstatement may be sufficient cause for rejection of the proposal or rescission of an award. **Each copy of the proposal should be bound with all documentation in a single volume where practical.** Responses must, in any event, contain the requirements presented in the RFP and be organized into separate chapters and sections using the format described in the RFP in order to provide each firm an equal opportunity for consideration.

B. SPECIFIC PROPOSAL INSTRUCTIONS: Use this section to inform the potential offerors of the information that must be submitted with their proposals. The information requested is used as the basis for developing the proposal evaluation criteria. The following is a sample of the beginning language and examples of typical specific requirements:

“Responses must, in any event, contain the following information and be organized into separate chapters and sections using the format described below in order to provide each firm an equal opportunity for consideration.

- a. Project Methodology

- i. Offeror’s philosophy, understanding of the County’s requirements and environment
- ii. Offeror’s local market knowledge
- iii. Analytical tools and benchmarks used to evaluate carriers and plan designs
- iv. Analytical tools used to evaluate performance, manage trends, assess employee contribution alternatives, etc.

- v. Methods used to analyze claim experience and make recommendations on changes
- vi. Methods used, and the firm's ability, to manage a 3-5 year benefits planning horizon
- vii. Methods used to illustrate the highest valued opportunity for benefit design and carrier choices on an annual basis
- viii. Techniques and procedures your firm uses to assist in identifying current and anticipated new exposures to loss, including impact of Medicare benefits
- ix. Method used to monitor group-specific and market health care cost trends routinely and how cost reporting supports benefit design evaluation
- x. Experience and/or creative ideas on dealing with carriers on the specific issues such as carrier interest in employee vs. employer contribution to premium, potential for self-funding, benefit design, eligibility policies, participation levels etc.

b. Experience of the Offeror

- i. Include a statement of the Offeror's experience in providing the services stated in the Statement of Needs/Scope of Services with an emphasis on public sector experience.

c. Experience of the Project Team

- i. Provide the name of the key contact for the County contract and list other key professional staff to be assigned work under the contract, describe their experience as project team members and attach resumes describing their qualifications including credentials, experience, responsibilities, and specifically, work on similar engagements of similar size and scope, with an emphasis on public sector experience.

d. References

- i. Provide at least three (3) references of clients of similar size, scope and environment for whom similar services have been provided and dates the service was provided. Include client name, address, telephone number, description of type of services performed, and person the County may contact.

e. Cost of Services

- i. Provide a detailed cost proposal. Identify the total compensation package for services rendered and how it will be derived.

V. EVALUATION PROCESS AND CRITERIA: This section is in two parts. The first part, "Evaluation Process," explains to the offerors the purchasing process of evaluation and states how the award will be made. The second part, "Evaluation Criteria," tells the offerors how the proposals will be evaluated. **The criteria must be developed from the items asked for in the "Specific Proposal Instructions" section.** The following is a **sample** of the beginning language and example evaluation process and criteria that can be modified to reflect the RFP's needs:

A. EVALUATION PROCESS: The County of Louisa shall appoint a Selection Committee to review and evaluate all proposals submitted by Offerors responding to this RFP. The proposals will be evaluated and ranked based on the Evaluation Criteria listed in Section V. The County of Louisa may ask top ranked Offerors to attend a presentation discussion as part of the evaluation process. Firms invited to the discussion should be prepared to have general discussions on non-binding estimates of cost to provide requested services. At the conclusion of the evaluation process, the County will select one or more firms with whom final negotiations will be conducted in an effort to obtain a contract.

B. EVALUATION CRITERIA: "The respondents will be evaluated on the following criteria:"

Instructions to Buyers: The basis for evaluation must be known in advance. Phrases such as "and any other criteria the County may decide to use" are not specific, violate the intent of the General Assembly expressed in § 2.2-4300C of the *Code of Virginia*, and shall not be used. Experience and qualifications not only of the firm

but also of the personnel to be assigned to the contract shall be included in the “Experience and qualifications” criterion, when appropriate.

These are examples of **typical criteria** used. There is no specific number required but the number should normally be kept to no more than five criteria.

FOR SERVICES

1. Specific plans or methodology to be used to perform the services
2. Price
3. Experience and qualifications of personnel assigned to perform the services
5. References from other clients

FOR GOODS

1. Quality of equipment offered and suitability for the intended purpose
2. Experience and qualifications of personnel in providing the goods
3. Price
5. Maintenance Support
6. Scope and suitability of training offered to County personnel

VI. STANDARD TERMS AND CONDITIONS OR MASTER CONTRACT: Determine whether the Standard Terms and Conditions or the Master Contract will be used. Unless the solicitation is for a contractor, architect, or engineer, the Standard Terms and Conditions will be used.

VII. ATTACHMENTS: List any attachments including their purpose.

STEP 2 - ISSUING THE RFP

Prepare the RFP cover sheet, identify potential sources, prepare a vendor mailing list, advertise at least 10 days prior to the date set for receipt of bids by posting on the Department of General Services' central electronic procurement website (eVA), publicly post the RFP on the County's website and post the cover sheet in the case in the lobby. It is optional to also advertise in either The Central Virginian, the Richmond Times Dispatch, or the Daily Progress, or all, if appropriate.

- I. COVER SHEET: Utilize the cover sheet sample on Annex 4-E.
- II. IDENTIFY POTENTIAL SOURCES: Select appropriate sources to solicit. The using department may provide additional vendors.
- III. PUBLIC POSTING AND ADVERTISING: A RFP may be publicly posted in at least one newspaper of general circulation or on the Department of General Services' central electronic procurement website (eVA), on the County's website and in the case in the lobby.

STEP 3 - SELECT AN EVALUATION PANEL

Select and assign a proposal evaluation panel. The evaluation panel should be kept small, three to five is recommended, including the purchasing officer. Experience has shown that larger panels are unwieldy and make it difficult to coordinate meetings and negotiating sessions and to reach evaluation decisions.

STEP 4 - CONDUCT PREPROPOSAL CONFERENCE AND/OR SITE VISIT

Conduct preproposal conference and/or vendor visit of work site, if required in the RFP. If a preproposal conference or site visit is required, a roster signed by those attending shall be made.

STEP 5 - ISSUE ADDENDUM

If necessary, issue an addendum to correct errors, change proposal due date, or to make any other changes that have been agreed to as a result of the preproposal conference, site visit, etc. See Annex 4-F for sample addendum. Post addendum on the County's website.

STEP 6 - RECEIVE PROPOSALS

Receive proposals at the date and time specified, either by paper submission or through the eVA online submission portal. A public opening is not required by law. If a public opening is held, read only the names of the offerors. Late proposals cannot be considered and should be returned unopened. A copy of each proposal shall be distributed to each member on the evaluation panel. The purchasing officer shall retain the proposals marked original.

STEP 7 - EVALUATE PROPOSALS

- I. The purchasing officer arranges a meeting for the evaluators in which to score the proposals based on the evaluation criteria and point values listed in the RFP. The evaluators are instructed to identify and list areas of apparent noncompliance or areas needing clarification in each proposal.
- II. Based on a numerical grade of 0-missing, 1-poor, 2-fair, 3-good, 4-above average, or 5-perfect, as agreed on by the evaluators, the purchasing officer will issue a score for each evaluation criteria. The evaluators are instructed to conduct a preliminary independent and impartial appraisal and prepare a tentative handwritten analysis describing the rationale leading to specific conclusions on the strengths and weaknesses of each proposal. The evaluators should not contact any of the offerors.
- III. Invitations for interviews and negotiations are then issued by the purchasing officer based on the total evaluation score received by the firms. Firms to be selected are chosen by a 'natural break' in the scores, or the highest two. After independent evaluations of each member, the purchasing officer shall schedule a meeting with the evaluation panel to openly discuss each proposal and determine which firms should be invited for interviews and negotiations.

STEP 8 - SELECTION OF OFFERORS AND PREPARATION FOR NEGOTIATION

- I. Selection shall be made of two or more offerors deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors included in the Request for Proposal. Negotiations shall be conducted with each of the offerors so selected. Should the evaluation committee determine in writing that only one offeror is fully qualified, or that one offeror is clearly more highly qualified and suitable than the others under consideration, a contract may be negotiated and awarded to that offeror.
- II. Each selected offeror's proposal is then discussed in detail by the committee to determine a plan highlighting the areas of negotiation.

STEP 9 - SCHEDULE INTERVIEWS AND CONDUCT NEGOTIATIONS

- I. Contact each selected offeror and schedule interviews.
- II. Negotiations are then conducted in accordance with the negotiation plan developed in Step 11. Care should be taken to assure that information contained in other proposals is not divulged. Multiple negotiation sessions may be required.
- III. Obtain in writing, from each offeror with whom negotiations have been held, confirmation of any changes to their proposals that were agreed to during negotiations. Documentation of the negotiating sessions will be made a part of the file.
- IV. The decision to award is based on the final negotiated proposals in accordance with the evaluation criteria in the RFP and must be documented in the procurement file.
- V. If reference checks or any tests or inspections are required, proceed as follows:
 - A. The evaluation committee must contact the references for each offeror.
 - B. A written questionnaire identifying the reference and questions asked should be developed. A brief summary of the answers is recorded on the form and becomes part of the file.

- C. If equipment is required by the RFP, a demonstration test is permissible.
- D. On-site inspection of an offeror's facilities by the evaluation committee is permissible for the purpose of verifying facts presented in the proposal. Arrangements for on site tests and inspections should be coordinated with the offeror(s) by the purchasing officer.

STEP 10 - INSURANCE REQUIREMENTS

The County shall request that an insurance certificate be issued prior to the work commencing.

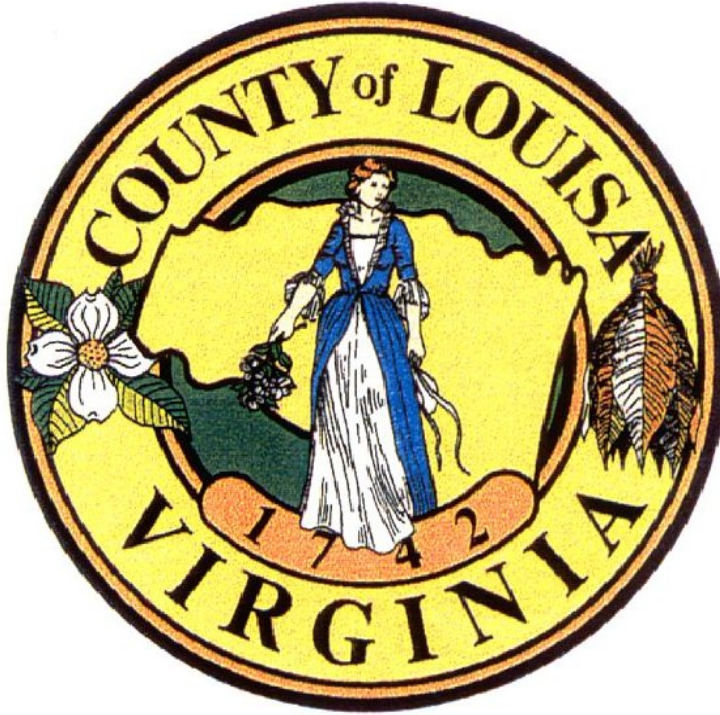
STEP 11 - AWARD CONTRACT

Prepare and issue denial letters (see Annex 5-F) to appropriate parties. Prepare the letter agreement (see Annex 5-G) and contract documents and resolution (see Annex 5-H) for the Board Packet. Prepare folder for contract documents and staple in contract review form (see Annex 4-K).

STEP 12 - POST AWARD

Once the contract documents have been approved by the Board, issue the contract documents to the vendor. Post the award information on the County's website. Once the contract documents are received back from the vendor, follow the procedures on the contract review form. Once the contract documents have been finalized, post the Notice of Award on eVA.

Annex 5-B
SAMPLE RFP



COUNTY OF LOUISA, VIRGINIA
REQUEST FOR PROPOSAL (RFP)
FOR
BENEFIT CONSULTING SERVICES

RFP# HR-11-01

JUNE 15, 2011

**REQUEST FOR PROPOSAL
(RFP)**

Issue Date: Wednesday, June 15, 2011

RFP# HR-11-01

Title: Benefit Consulting Services

Issuing Agency:

County of Louisa, Virginia

Attn: Sam Massie

~~1 Woolfolk Avenue ; Suite 304~~PO-Box 160

Louisa, VA 23093

Location Where Work Will Be Performed:

County of Louisa, Virginia

Period of Contract: From July 15, 2011

Through July 14, 2012

Renewable: Two (2) successive one (1) year terms upon mutual agreement

Proposals Will Be Received Until: Friday, July 1, 2011, by 2:00 p.m., local time prevailing

Direct All Inquiries for Information To:

Sam Massie, Purchasing Officer

~~1 Woolfolk Avenue Post Office Box 160~~

~~1 Woolfolk Avenue~~Suite 304

Louisa, VA 23093

(540) 967-3499

smassie@louisa.org

IF PROPOSALS ARE MAILED, SEND DIRECTLY TO ISSUING AGENCY SHOWN ABOVE. IF PROPOSALS ARE HAND DELIVERED, DELIVER TO:

County of Louisa

Louisa County Administration Building

Attn: Sam Massie

Finance Department, 2nd Floor

1 Woolfolk Avenue

Louisa, Virginia 23093

(540) 967-3404

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

REQUEST FOR PROPOSAL TITLE PAGE

REQUEST NUMBER: HR-11-01

TITLE: BENEFIT CONSULTING SERVICES

In compliance with this Request for Proposal and to all the conditions imposed herein, by signing below, Offeror:

- (1) Offers and agrees to furnish the goods/services in accordance with the attached signed proposal;
- (2) Agrees that upon Louisa County's written acceptance of Offeror's response to the Request for Proposal, a valid and binding contract for services exists between Offeror and Louisa County;
- (3) Agrees that the Contract Documents will consist of, and *only* of, the Request for Proposal, the County of Louisa, Virginia Standard Terms and Conditions and Offeror's response to the Request for Proposal;
- (4) Certifies and warrants that the individual signing on Offeror's behalf is authorized to bind the Offeror in any and all contractual matters relating to this Request for Proposal;
- (5) Certifies and warrants that neither Offeror, nor the individual signing on Offeror's behalf, has any business or personal relationships with any other persons, including Louisa County employees, or companies that are in conflict with the Commonwealth of Virginia's Conflict of Interest Act, or the County of Louisa, Virginia Standard Terms and Conditions; and,
- (6) Certifies and warrants that the Offeror is properly licensed for providing the goods/services specified in the Request for Proposal and has the appropriate License or Certificate and classification(s) required to perform the work included in the scope of the proposal documents, prior to submitting the proposal, in accordance with Title 54.1, Chapter 11 of the Code of Virginia. If an Offeror shall fail to obtain the required license prior to submission of his proposal, he shall be deemed to be in violation of § 54.1-1115 of the *Code of Virginia* (1950), as amended, and his proposal will not be considered.

Sign in ink and type or print requested information.

Legal Name and Address of Firm:

_____ Date: _____
 _____ By: _____
 _____ (Signature)
 _____ Name: _____
 FEI/FIN/SSN: _____ (Please Print)
 Fax Number: _____ Title: _____
 E-mail Address: _____ Telephone Number: _____

Please provide the following if applicable to this RFP:

Virginia Contractor License # _____ SCC ID # _____

Offeror shall ascertain prior to submitting a response that all Addenda issued have been received and shall **acknowledge receipt and inclusion of all Addenda here:**

Addendum #: _____ Date Issued: _____
 Addendum #: _____ Date Issued: _____
 Addendum #: _____ Date Issued: _____

Information the Offeror deems Proprietary is included in this response in the separate section of the proposal identified immediately below.

This Title Page MUST be Submitted as Part of your Proposal

TABLE OF CONTENTS FOR RFP # HR-11-01

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VI. <u>COUNTY OF LOUISA STANDARD TERMS AND CONDITIONS</u>	11

I. PURPOSE:

The County of Louisa and the Louisa County Public Schools invite qualified firms to provide proposals for benefit consulting services to include assistance with benefit design, bidding and evaluation, contract negotiation, on-going evaluation and plan modification, compliance and reform education and maintenance, and other services required to obtain and maintain a competitive benefits program.

The County currently provides a comprehensive Health and Welfare Benefits Program for its employees including the following plans: health, prescription drug, dental, vision, sick leave, personal leave, vacation leave, holiday leave, and bereavement leave.

The County seeks a benefit plan that can be adjusted annually based on experience as well as one that can easily adapt to the changes market conditions and regulation and is, therefore, interested in a firm capable of taking a creative, innovative approach to the rising costs of health care and employee benefits, while maintaining fiscal responsibility.

The County of Louisa reserves the right to award to more than one Offeror.

Louisa County will select the firm(s) who they determine most closely satisfies the needs of the County. There is no requirement for acceptance of the lowest cost of service offered, and specific requirements may be waived or amended at the discretion of the County.

II. STATEMENT OF NEEDS/ SCOPE OF SERVICES:

The successful Offeror shall provide services including, but not necessarily limited to, the following:

- A. Provide benefits information to enable the County to make effective decisions in developing an overall Employee Benefits Program that is comprehensive and meets established objectives with respect to cost and competitiveness with the goal of attracting and retaining employees.
- B. Recommend alternative Benefit Plans designs, delivery systems, funding and communication methods as dictated by environmental / regulatory changes and emerging technologies.
- C. Provide information on health benefits issues, trends, possible new benefits, and proposed or new legislation.
- D. Track and report progress of Benefit Plans on a quarterly basis, coordinating with benefit providers to obtain relevant performance data. Provide analysis of Benefit Plan performance (i.e. Health Care Plan -- Premiums vs. Claims).
- E. Review the County Employee Benefits Program on a continuing basis to ensure that the Plans are in compliance with government regulations.
- F. Provide, upon request, consultation and guidance with respect to all Benefit Plans
- G. Provide consultation and guidance with respect to governmental mandates such as PPACA, FMLA, COBRA, HIPAA, ADA, USERRA etc.
- H. Advise and assist the County with required Benefit Plan communications to employees annually, during benefits enrollment and as regulatory changes occur.
- I. Advise and assist the County as necessary or requested in developing, implementing and conducting the annual Benefit Sign up.
- J. Assist with resolution of specific claims when requested by the County.
- K. Provide estimates of renewal rates and assist County staff in preparation of budget and expenditure projections for benefits.
- L. Evaluate appropriateness of alternative financing mechanisms such as employee contributions and conventional insurance. Recommend and assist in structuring various retention levels, stop-loss limits, etc.

- M. Assist in drafting, reviewing, issuing and evaluating requests for proposals (includes identification of appropriate markets)
- N. Assist and advise the County in contract negotiations/renewals (includes review for accuracy of coverage, compliance, terms and conditions).
- O. Analyze vendors' proposals and provide a written assessment based upon the County's selection criteria and timeframe.
- P. Work in coordination with the County to acquire needed insurance policies, contracts, clarifications, execution of documents, other required documents, and services, as needed during the County's RFP process and/or at anytime during the contract period.

IV. OFFEROR'S INSTRUCTION:

A. PROPOSAL PREPARATION:

1. *PRE-Proposal meeting required? MANDATORY or OPTIONAL? CUT-OFF TIME?*
2. Offerors may submit any questions or requests for additional information regarding the project in written format by (*DATE*). All questions shall be directed to Sam Massie at smassie@louisa.org or via fax at (540) 967-3439. A formal clarification will be sent out in writing on (*DATE*), to all known potential proposers.
3. The Offeror must submit a proposal, which demonstrates and provides evidence that the Offeror has the capabilities, professional expertise, and experience to provide the necessary services as described in this RFP. The Offeror shall ensure that all information required herein is submitted with the proposal. All information provided should be verifiable by documentation requested by the County of Louisa. Failure to provide all information, inaccuracy or misstatement may be sufficient cause for rejection of the proposal or rescission of an award. **Each copy of the proposal should be bound with all documentation in a single volume where practical.**

Responses must, in any event, contain the following information and be organized into separate chapters and sections using the format described below in order to provide each firm an equal opportunity for consideration.

d. Project Methodology

- i. Offeror's philosophy, understanding of the County's requirements and environment
- ii. Offeror's local market knowledge
- iii. Analytical tools and benchmarks used to evaluate carriers and plan designs
- iv. Analytical tools used to evaluate performance, manage trends, assess employee contribution alternatives, etc.
- v. Methods used to analyze claim experience and make recommendations on changes
- vi. Methods used, and the firm's ability, to manage a 3-5 year benefits planning horizon
- vii. Methods used to illustrate the highest valued opportunity for benefit design and carrier choices on an annual basis
- viii. Techniques and procedures your firm uses to assist in identifying current and anticipated new exposures to loss, including impact of Medicare benefits
- ix. Method used to monitor group-specific and market health care cost trends routinely and how cost reporting supports benefit design evaluation
- x. Experience and/or creative ideas on dealing with carriers on the specific issues such as carrier interest in employee vs. employer contribution to premium, potential for self-funding, benefit design, eligibility policies, participation levels etc.

- e. Experience of the Offeror
 - i. Include a statement of the Offeror's experience in providing the services stated in the Statement of Needs/Scope of Services with an emphasis on public sector experience.
 - f. Experience of the Project Team
 - i. Provide the name of the key contact for the County contract and list other key professional staff to be assigned work under the contract, describe their experience as project team members and attach resumes describing their qualifications including credentials, experience, responsibilities, and specifically, work on similar engagements of similar size and scope, with an emphasis on public sector experience.
 - d. References
 - i. Provide at least three (3) references of clients of similar size, scope and environment for whom similar services have been provided and dates the service was provided. Include client name, address, telephone number, description of type of services performed, and person the County may contact.
 - e. Cost of Services
 - i. Provide a detailed cost proposal. Identify the total compensation package for services rendered and how it will be derived.
2. Proposals shall be signed by the authorized representative of the Offeror.
 3. Proposals should be prepared simply and economically, providing a straightforward, concise, detailed description of capabilities to satisfy the requirements of the RFP.
 4. All expenses for making proposals to the County shall be incurred by the Offeror.
 5. Offeror must be authorized to transact business in Virginia as a domestic or foreign business entity as required by the State Corporation Commission, if such is required by law. Such status shall be maintained during the term of a contract. A contract entered into by a business in violation of the requirements is voidable at the option of the public body.
 6. Offerors are reminded that changes to the RFP, in the form of addenda, are often issued between the issue date and within 5 days of the due date of the solicitation. All addenda must be acknowledged on the RFP Title Page. Notice of addenda will be posted on eVA and on the County of Louisa procurement page www.louisacounty.com/procurement. It is the offeror's responsibility to monitor the webpage for the most current addenda.

B. PROPOSAL SUBMISSION: The following documents must be received in our office via **hard copy AND electronic copy (emails are not permissible – please send an electronic version such as a CD or flash drive with your hard copy)** no later than the closing date and time stated below (Note: a hard copy and electronic copy must **both** be received by the closing date. If one or the other is not received, your proposal will be deemed late and not be considered): **(DELETE ITEMS NOT NECESSARY)**

If submitting through eVA, the Virginia e-procurement website, only an electronic copy is required.

1. Your original proposal, along with five (5) additional copies. If applicable, please also include a redacted copy which does not include trade secrets or proprietary information.
2. Signed original of the completed Request for Proposal Title Page
3. Signed Appendix A "County of Louisa, Virginia Standard Terms and Conditions."

4. A list of Offerors proposed staffing to provide services; including primary and back up assignments. Include resumes and credentials for the personnel to be assigned to this service contract. The personnel named in the proposal shall remain assigned to the project throughout the period of the service contract. No replacement may be made without submission of a resume and credentials for approval by the County. A background investigation for the replacement will be required.
5. A list of client references of similar service contracts, including at least three (3) customers. These references must include name, address, and telephone number.
6. If substitutions are made to specific component items identified in this RFP, the Offeror shall clearly indicate exception being taken. Exceptions to the proposal must be clearly identified, and reasons for the exception clearly stated. Information concerning the items substituted must present clear evidence that the component specified is improper or unnecessary for the intended use, and/or the substituted component is equal or better than that specified by the County.
7. A certificate of insurance for all required coverages endorsing the County of Louisa to the insurance policy as an additional insured.
8. A copy of any applicable Federal, State, or Local license required to legally perform the service, or sell the goods specified in the RFP shall be attached to the proposal.
9. A clear statement of analysis (IE; food value, chemical composition, breaking strength, etc.).
10. If submitting electronically through eVA, **One (1) electronic document** in WORD format or searchable PDF of the entire proposal as one document, **INCLUDING ALL ATTACHMENTS** must be uploaded through the eVA online submission portal.
11. Should the proposal contain **proprietary information**, provide **one (1) redacted electronic copy** of the proposal and attachments **with proprietary portions removed or blacked out**. This redacted copy should follow the same upload procedures as described on item III. B. of this RFP. This redacted copy should be clearly marked "*Redacted Copy*" within the name of the document. The classification of an entire proposal document, line item prices and/or total proposal prices as proprietary or trade secrets is not acceptable. Louisa County shall not be responsible for the Contractor's failure to exclude proprietary information from this redacted copy.

The RFP number and closing date must be clearly marked on the outside of the envelope. Each sealed envelope containing a Proposal must be plainly marked on the outside as follows:

1. Title of Solicitation
2. RFP# XX-XX-XX
3. Name of the Proposer
4. Address of the Proposer
5. Due Date and Time: XX/XX/XX @ 3:30 p.m.
6. A Statement reading "This container is not to be opened prior to the Due Date and Time."

Should any Proposal be received which is not so identified, the proposer assumes the risk that the submission will be opened prior to the Proposal Due Date. Proposals so opened shall be disqualified.

This solicitation will close on Friday, July 1, 2011, at 2:00 p.m., local time prevailing.

Return the proposal to:

Mail to: (US Mail)
County of Louisa
PO Box 1601 Woolfolk Ave; Suite 304
Louisa, VA 23093
Attn: Sam Massie
(540) 967-3404

or Hand Delivery (FEDEX, UPS, etc.)
County of Louisa
Louisa County Administration Building
Finance Department, 2nd Floor
1 Woolfolk Avenue
Louisa, VA 23093

Attn: Sam Massie
(540) 967-3404

- C. **SUBMISSION OF PROPRIETARY INFORMATION:** All information submitted to the County in response to this solicitation will constitute public information and will be available to the public for inspection upon request pursuant to the Virginia Freedom of Information Act (FOIA).

Pursuant to Virginia Code Section 2.2-4342 and County of Louisa Code Section 60-24, a Bidder/Offeror may request an exception to disclosure for trade secrets or proprietary information as such is defined under Virginia Code Section 59.1-336, part of the Uniform Trade Secrets Act.

In order to claim this exemption, the Bidder/Offeror shall perform ALL of the following: (i) include a written request indicating Bidder/Offeror's desire to invoke the protections of Virginia Code Section 2.2-4342 with submitted proposal materials/data; (ii) specifically identify the data or other materials to be protected by clearly labeling each page containing applicable data as PROPRIETARY; and (iii) to the County's satisfaction, articulate the rationale for why protection for the particular data or materials is necessary. The classification of an entire bid or proposal document, line item prices and/or total bid or proposal prices as proprietary or trade secrets is not acceptable.

Without waiving sovereign immunity or any other available defenses, the County asserts that failure to meet all of these requirements will result in the data or materials being open for inspection in response to a valid inquiry under FOIA and will serve to waive any right of the Bidder/Offeror to assert a claim against the County for disclosure of trade secrets or proprietary information.

Proposer/Offeror shall be responsible for intervening and defending, at its expense, any demands made upon the County by third parties for production of any such items.

- D. **RECEIPT OF PROPOSALS/LATE PROPOSALS:** It is the Offerors responsibility to ensure that his/her proposal is received prior to or at the specific time and the place designated in the solicitation. **Proposals received after the date and time specified shall not be considered.**

Proposals shall be addressed as indicated in the Advertisement for Proposals and shall be delivered, enclosed in a sealed envelope, marked "Proposal" and bearing the title of the work, name of the offeror, and the contractor's license number of the offeror. Offerors shall clearly mark on the outside of the bid envelope which contract(s) they are bidding.

No responsibility will be attached to any County personnel for the premature opening of a proposal not properly addressed and identified on the outside of a sealed envelope.

E. **COOPERATIVE PROCUREMENT:**

1. This procurement is being conducted on behalf of Louisa County, Virginia and other public bodies in accordance with the provisions of §2.2-4304 of the Virginia Public Procurement Act and §60-5.1 of the Louisa County Code.
2. If approved by the Contractor, the contract resulting from this procurement may be used by other public bodies to purchase at contract prices and in accordance with the contract terms. The Contractor shall deal directly with any public body it approves to use the contract.
3. With the approval of the Contractor, any public body using the resultant contract has the option of executing a separate contract with the Contractor to add terms and conditions required by statute, ordinances, or regulations, or to remove terms and conditions which conflict with its governing statutes, ordinances, or regulations. If, when preparing such a contract, the general terms and conditions of a public body are unacceptable to the Contractor, the Contractor may withdraw its extension of the award to that public body.
4. The County of Louisa, its officials and staff are not responsible for placement of orders, invoicing, payments, contractual disputes, or any other transactions between the Contractor and any other public bodies, and in no event shall the County, its officials or staff be responsible for any costs, damages or injury resulting to any party from use of a Louisa County contract.

5. It is the Contractors responsibility to notify other public body(s) of the availability of the contract(s).

IV. PROPOSAL EVALUATION PROCESS:

The County of Louisa shall appoint a Selection Committee to review and evaluate all proposals submitted by Offerors responding to this RFP. The proposals will be evaluated and ranked based on the Evaluation Criteria listed in Section V. The County of Louisa may ask top ranked Offerors to attend a presentation discussion as part of the evaluation process. Firms invited to the discussion should be prepared to have general discussions on non-binding estimates of cost to provide requested services. At the conclusion of the evaluation process, the County will select one or more firms with whom final negotiations will be conducted in an effort to obtain a contract.

V. PROPOSAL EVALUATION CRITERIA

The respondents will be evaluated on the following criteria:

1. [XX Points] Understanding of the objectives and approach as evidenced by the proposal.
2. [XX Points] The methods, technical ability, capacity, and flexibility of the Offeror to perform the contract, including proposed methods to be used in evaluating health insurance carriers and ability to provide advice and assistance in controlling costs.
3. [XX Points] Capability and experience of the project staff including experience with similar work and as evidenced by submission of resumes of personnel to be assigned to this job.
4. [XX Points] References of former clients
5. [XX Points] Cost

The County reserves the right to evaluate any sources of information available.

The selection process shall be governed by and completed in accordance with the Louisa County Procurement Ordinance. If any provision of this Request for Proposal shall be found to be inconsistent or in conflict with such policy, the terms of the ordinance shall govern.

The County of Louisa reserves the right to reject any or all proposals.

VI. COUNTY OF LOUISA STANDARD TERMS AND CONDITIONS

See Appendix A. Louisa County does not accept changes to the County of Louisa, Virginia Standard Terms and Conditions, and any attempt by the Offeror to make such changes is in itself reason for a proposal to be declared as non-responsive to the RFP and rejected by the County.

Annex 5-C

DO'S AND DON'TS OF NEGOTIATION

DO

Develop your own technique for negotiation.

Be well prepared.

Identify each point to be negotiated.

Establish parameters of discussion for each point.

Identify important issues first and consider appropriate points in time for their negotiation.

Try to settle one point before moving to the next.

Discuss budget limitations, policy and restrictions related to the program.

Be prepared to discuss alternatives.

Negotiate on an even basis. If the vendor has legal or technical support, bring your qualified counterparts.

Avoid arguments.

Avoid interruption.

Avoid quick deals.

Be ethical, fair and firm.

Control the negotiation session.

Attempt to reach a WIN-WIN result e.g., both parties at the conclusion of the negotiation believe they have reached a satisfactory contract.

DON'T

Underestimate the ability of the vendor.

Disclose the specific contents of other proposals.

Negotiate areas beyond the scope of the RFP.

Make a concession without obtaining a concession.

Accept the first no.

Be unreasonable or unfair.

Negotiate to the point that the price is no longer fair and reasonable.

Annex 5-D

Proposal Evaluation Scoring Sheet

RFP #

Company Name:

0=Missing

1=Poor

2=Fair

3=Good4=Above Average

5=Perfect

Grade	Evaluation Criteria	Score
/5		
/5		
/5		
/5		
/5		
/5		
/5		
/5		
/5		
/5		
/5		

Total: _____

Annex 5-E

SAMPLE EVALUATION SUMMARY



COUNTY OF LOUISA
Finance Department

MEMORANDUM

TO: File

FROM: Sam Massie, Procurement

DATE: September 15, 2010

RE: Landfill Site Compliance and Regulatory Corrective Work

The Selection Committee, which consisted of Sam Massie, Purchasing Officer; Kevin Linhares, Director of General Services; and Robert Carter, Solid Waste Coordinator, met on Monday, September 13, 2010, to discuss proposals submitted for RFP# GS-11-04 by the following proposers.

- Company A
- Company B
- Company C
- Company D
- Company E
- Company F
- Company G

The Selection Committee discussed the needs for the County and the strengths and weaknesses of each proposer, including, but not limited to, completeness of the proposal, specific qualifications and experience of the proposer, proposed sequencing plan, and pricing of the project.

After thorough discussions, the Selection Committee came to consensus that the following firms were not suited to meet the needs of Louisa County for the following reasons.

- Company A. - Did not include specific qualifications, experience, or a sequencing plan in their proposal.
- Company B. - Did not include specific qualifications or experience in their proposal.
- Company C - The pricing submitted for the project was significantly over projected costs. Proposer submitted numerous exclusions in the proposal.
- Company E - Did not include specific experience in their proposal. The pricing submitted for the project was significantly over projected costs.
- Company G - Submitted a great proposal; however, there are two other contractors just as qualified, but with significantly lower prices.

Therefore, the County will ask Company A and Company G to come in for interviews for the selection committee to further evaluate. Both contractors are fully qualified and have a great deal of experience with Landfills. Both contractors also submitted decent pricing proposals.



COUNTY OF LOUISA

Finance Department

MEMORANDUM

TO: File

FROM: Sam Massie, Procurement

DATE: September 15, 2010

RE: Landfill Site Compliance and Regulatory Corrective Work

The selection committee conducted negotiations with Company A and Company G on Wednesday, September 15, 2010.

Initially, the County requested a 30 day completion period based on concerns over compliance with DEQ regulations. The selection committee requested that each contractor give a price for a 30 days completion schedule and a 60 day completion schedule in order to have both contractors on a level playing field. In concurrence with DEQ, the selection committee decided to go with a 60 days schedule, which provides for substantial cost savings and eliminates delays due to indigenous weather conditions.

Both contractors have significant experience with Landfills and met all qualifications needed for this project. Overall, both contractors have very similar construction sequencing plans and agreed to complete the work in a 60 day timeframe. In it's opinion, the selection committee thought Company A exhibited the most confidence that they could complete this project within the said timeframe without any issues. Company A also provided a cost that was \$1,058 cheaper than Company G for a 60 day completion period. Based on the opinions of the selection committee and the negotiated prices from each contractor, the selection committee is recommending to the Board that Company A be awarded a contract for the work.

SAMPLE RFP DENIAL LETTER



COUNTY OF LOUISA
Finance Department

September 21, 2010

Company G
Attn: Jimmy John
4314 Leakesville Road
Luray, VA 22835

RE: Request for Proposal #GS-11-04
Landfill Site Compliance and Regulatory Corrective Work

Dear Ms. Burner:

On behalf of the County of Louisa, I would like to extend our appreciation to you and your firm for your interest in our Landfill Site Compliance and Regulatory Corrective Work Request for Proposal. The selection process was difficult, as we had highly competent and skilled offerors from which to choose. The County has chosen to award a contract to Company A.

We hope that you will continue to participate on future RFP's that the County of Louisa may release. Again, thank you for your time and obvious effort applied to this Request for Proposal. Your interest in doing business with the County is genuinely appreciated.

Sincerely,

Sam Massie
Purchasing Officer

Annex 5-G

SAMPLE RFP LETTER AGREEMENT



COUNTY OF LOUISA
Finance Department

September 20, 2010

Company A
Attn: John Smith
650 25th Street, N.W., Suite 100
Cleveland, TN 37311

Re: Letter Agreement for Landfill Site Compliance and Regulatory Corrective Work

Dear Mr. Smith:

I wish to congratulate you on being the successful proposer on RFP# GS-11-04 for Landfill Site Compliance and Regulatory Corrective Work (the "Services"). This contract is effective for 60 days from the date of award. The total cost for providing these services is \$196,500.

The contract for the Services consists of the following documents (collectively the "Contract Documents"):

- 5) This Letter Agreement;
- 6) Request for Proposal dated August 25, 2010;
- 7) Appendix A – County of Louisa, Virginia Master Contract General Conditions Agreement; and
- 8) Your response to the Request for Proposal.

By signing this Letter Agreement, Company A agrees that (i) the Contract Documents govern the relationship between the County and Company A (ii) the Contract Documents govern any and all matters related to the Services performed and (iii) no modification to the Contract Documents will be binding on the County unless such modification is made in writing and signed by a County representative in accordance with all applicable Federal, State and Local laws, including procurement laws.

Please find enclosed two (2) copies of the Contract Documents between Company A and the County of Louisa, Virginia. Please acknowledge by your signature on Page 2, the receipt of a complete set of the Contract Documents, and return both signed copies to my attention at the address listed below. I will forward you a copy of the Contract Documents once signed by the County.

County of Louisa
Attn: Sam Massie
PO Box 1601 Woolfolk Avenue; Suite 304
Louisa, VA 23093

We look forward to doing business with you. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

Sam Massie

Purchasing Officer

I agree to the terms of this Letter Agreement, and acknowledge receipt of a complete set of the Contract Documents.

CONTRACTOR:

Company: _____

Signature: _____

Printed Name: _____

Title: _____ Date: _____

County Of Louisa

~~PO Box 1601~~ Woolfolk Avenue; Suite 304

Louisa, Virginia 23093

By: _____

Name: Christian R. Goodwin

Title: County Administrator

|

Annex 5-H

SAMPLE RFP RESOLUTION FOR BOARD PACKET TO AWARD CONTRACT

A RESOLUTION TO APPROVE AND AWARD A CONTRACT FOR SELF-CONTAINED BREATHING APPARATUS

WHEREAS, Request for Proposal #ES-11-03 was issued on July 1, 2011 in order to solicit proposals from qualified vendors for self-contained breathing apparatus (SCBA) in order to replace the entire complement of SCBA units and associated support equipment throughout the County; and

WHEREAS, this solicitation was advertised in the July 2, 2011 edition of The Richmond Times Dispatch, on the County's website, in the Louisa County Office Building, and was sent to three (3) vendors; and

WHEREAS, proposals were due by 2:00 p.m. on Wednesday, July 13, 2011 at the Louisa County Administration Building; and

WHEREAS, three (3) proposals were received; and

WHEREAS, after interviews and negotiations with each vendor, it was the consensus of the Selection Committee that awarding a contract for Mine Safety Appliances (MSA) equipment to Fire Protection Equipment Company appears to be the course of action most beneficial to efficient, effective, and economical completion of this replacement project and fulfilling the needs of Louisa County and its Volunteer Agencies; and

WHEREAS, the County has been awarded a grant under the Fiscal Year 2010 Assistance to Firefighters Program of \$783,852, which is to provide for the purchase of 166 SCBA-45 minutes with face piece with extra bottle at a 90 percent (90%) funding level with a 10 percent (10 %) match of local dollars.

NOW, THEREFORE, BE IT RESOLVED, on this 6th day of September 2011, that the Louisa County Board of Supervisors hereby authorizes the County Administrator to enter into a contract with Fire Protection Equipment Company in the amount of \$661,178 for self-contained breathing apparatus on behalf of the County of Louisa so long as such contract is the unchanged contract issued with the Request for Proposal, and only after the County Attorney for Louisa County, Virginia approves such contract as to form.

CHAPTER 6

SOLE SOURCE PROCUREMENT

In this Chapter look for . . .

- 6. Definition
- 6.1 Approval for Sole Source Procurements
- 6.2 Negotiating a Contract
- 6.3 Posting Requirements

Annexes

- 6-A Sole Source Checklist
- 6-B Sole Source Approval Request Form
- 6-C Notice of Sole Source Award

- 6. **Definition.** A sole source procurement is authorized when there is only one source practicably available for the goods or services required. Competition is not available in a sole source situation; thus distinguishing it from a proprietary purchase where the product required is restricted to the manufacturer(s) stipulated, but is sold through distributors and competition between them can be obtained. Sole source justification based solely on a single vendor's capability to deliver in the least amount of time is not appropriate since availability alone is not a valid basis for determining a sole source procurement. Note: For sole source requirements exceeding \$~~10,000~~^{5,000}, a written quotation must be obtained from the vendor.
- 6.1 **Approval for Sole Source Procurements.** All sole source procurements must be approved in advance by the purchasing officer. The written determination, using the Sole Source Procurement Approval Request form in Annex 6-B, documenting that there is only one source practicably available for that which is to be procured, must be included in the procurement file.
- 6.2 **Negotiating a Contract.** Upon satisfying the requirements of paragraph 6.1 above, a contract shall be negotiated and awarded without competitive sealed bidding or competitive negotiation.
- 6.3 **Posting Requirements.** For sole source procurements over \$~~75,000~~^{30,000}, award notices must be posted in a designated public area or published in a newspaper of general circulation on the day the county awards or announces its decision to award the contract, whichever occurs first. Public notice may also be published on the county's website and other appropriate websites. The form in Annex 6-C should be used for posting requirements. Award notices must state that only one source was determined to be practicably available and must also state that which is being procured, the contractor selected, and the date on which the contract was or will be awarded.

Annex 6-A

SOLE SOURCE CHECKLIST

- _____ 1. Written determination using the Sole Source Procurement Approval Request form in Annex 6-B.
- _____ 2. Noncompetitive negotiation shall be conducted.
- | _____ 3. Sole source notice of award posted for purchases over \$~~75,000~~30,000.
- _____ 4. PO or contract issued.

Annex 6-B

Sole Source Procurement Approval Request

All requests for sole source purchases must meet the criteria established *by the County of Louisa Procurement Policy Manual*. It is the policy of the County that contracts be awarded on a competitive basis and that the use of a sole source procurement must be limited to those instances where only one source is practicably available. The purchasing officer must review and approve all requests before issuance of any contract or purchase order.

Description _____

1. Explain why this is the only product or service that can meet the needs of the purchasing agency.
2. Explain why this vendor is the only practicably available source from which to obtain this product or service.
3. Explain why the price is considered reasonable.
4. Describe the efforts that were made to conduct a noncompetitive negotiation to get the best possible price for the taxpayers.

Date _____ Total Amount of Sole Source \$ _____

Department Name: _____

Department Head Signature: _____

Purchasing Office

- ☐ **Approved**
- ☐ **Disapproved**
- ☐ **More information needed (specify and return to agency)**

Signature _____ Date _____

Note: This form must be filed with the contract/purchase order.



COUNTY OF LOUISA
Finance Department

NOTICE OF SOLE SOURCE AWARD

DATE: _____

COMMODITY: _____

P. O. NUMBER: _____

CONTRACTOR(S)/VENDOR(S): _____

**IT HAS BEEN DETERMINED THAT ONLY ONE SOURCE IS
PRACTICABLY AVAILABLE FOR THE COMMODITY LISTED
ABOVE.**

RECORDS FOR THIS PROCUREMENT ARE NOW AVAILABLE FOR INSPECTION.

PURCHASING OFFICER: _____

NAME TYPED OR PRINTED: _____

CHAPTER 7

EMERGENCY PROCUREMENT

In this Chapter look for . . .

- 7. General
- 7.1 Emergency Procurements
- 7.2 Award of Emergency Procurements
- 7.3 Documentation
- 7.4 Emergency Planning

Annexes

- 7-A Notice of Emergency Award

- 7. **General.** An emergency is an occurrence of a serious and urgent nature that demands immediate action. Emergency procedures may be used to purchase only that which is necessary to cover the requirements of the emergency. Subsequent requirements shall be obtained using normal purchasing procedures. The potential loss of funds at the end of a fiscal year is not considered an emergency.
- 7.1 **Emergency Procurements.** In case of emergency, a contract may be awarded without competitive sealed bidding or competitive negotiation; however, such procurement shall be made with such competition as is practicable under the circumstances. This does not relieve the Department from negotiating a fair and reasonable price and subsequently documenting the procurement action.
- 7.2 **Award of Emergency Procurements.** The Department must prepare a confirming purchase order, as soon as practicable, after directing the contractor to proceed. Care should be taken to include in detail any agreements, including price, that were made orally with the contractor.
- 7.3 **Documentation.**
 - a. **Written Determination.** Prepare a written determination indicating the nature of the emergency, the reason for selection of the particular contractor and include such determination with the file.
 - b. **Posting Requirements.** Issue, post and/or publish required written notice. For emergency procurements over ~~\$75,000~~~~30,000~~, notices must state that the procurement has been declared an emergency and must also state that which is being procured, the contractor selected, and the date on which the contract was or will be awarded, and be posted in a designated public area or published in a newspaper of general circulation on the day the county awards or announces its decision to award the contract, whichever occurs first, or as soon thereafter as is practicable. Public notice may also be published on the county's website and other appropriate websites. See Annex 7-A for the proper form for internal posting, if desired.
- 7.4 **Emergency Planning.** In many cases, procurement planning can reduce the need for using emergency procedures. Departments should prepare and keep current a list of local sources of goods and services that might be needed in an emergency. Information on rates and charges should be established and agreed upon in advance.



COUNTY OF LOUISA
Finance Department

NOTICE OF EMERGENCY AWARD

DATE: _____

COMMODITY: _____

P. O. NUMBER: _____

CONTRACTOR(S)/VENDOR(S): _____

THIS CONTRACTOR(S)/VENDOR(S) WAS SELECTED BECAUSE:

THE NATURE OF THE EMERGENCY:

RECORDS FOR THIS PROCUREMENT ARE NOW AVAILABLE FOR INSPECTION.

PURCHASING OFFICER: _____

NAME TYPED OR PRINTED: _____

CHAPTER 8

CONTRACT ADMINISTRATION

In this Chapter look for...

- 8. General
- 8.1 Procurement Records
- 8.2 Delivery of Goods
- 8.3 Inspection
- 8.4 Acceptance
- 8.5 Rejection
- 8.6 Lost or Damaged Shipments
- 8.7 Payment and Invoice Processing
- 8.8 Modifications and Change Orders
- 8.9 Contract Renewal and Extension
- 8.10 Default
- 8.11 Vendor Performance Complaints
- 8.12 Notice to Cure
- 8.13 Termination for Default and Reprocurement Costs

Annexes

- 8-A Sample Cure Letter
- 8-B Sample Default Letter
- 8-C Sample Request for Payment Letter

- 8. **General.** Contract administration begins after award of the contract. Its purpose is to assure that the contractor's and agency's total performance is in accordance with the terms and conditions of the contractual agreement. The integrity of the public purchasing system demands that goods or services be furnished, received, invoiced and paid as specified in the contract. Contract administration includes all actions taken by the County relative to a specific contract after the award is made. Planning and proactive management of a contract are crucial to effective contract administration.
- 8.1 **Procurement Records.** A complete file should be maintained for each purchase transaction, containing all the information necessary to understand the why, who, what, when, where and how of the transaction. Generally, records are open to the public in accordance with the *Virginia Freedom of Information Act* and should be made available for review after the award has been made.
- 8.2 **Delivery of Goods.** The basic policy of the County is to request bids for goods F.O.B. Destination, which means the quoted price includes shipping costs. Delivery instructions should be made clear in the award documents specifying any conditions or issues impacting delivery. Delivery must be made by the date or period specified in the contract or the contractor will be considered to be in default.
- 8.3 **Inspection.** Departments are responsible for inspecting and accepting goods or services purchased. Inspection is the close and critical examination of goods or services delivered to determine conformance with applicable contract requirements or specifications. It includes the determination that:
 - a. Unless otherwise specifically ordered, the delivery consists of new and unused merchandise.

- b. Goods or services of the quality, quantity, grade, or standard specified in the purchase order or contract have been delivered.
 - c. The design, construction, ingredients, size, kind, type, make, color, style, etc., of the commodities conform to the requirements of the purchase order or contract and where applicable, to the manufacturer's published specifications.
 - d. The packaging and labeling, marking, or other means of identification meet specifications. The commodities comply with specification requirements in all essential respects, are in good condition, and delivery has been made in accordance with the terms and conditions of the purchase order or contract.
- 8.4 **Acceptance.** Notification of the acceptance of the delivery should be noted on a receiving document such as a packing slip or copy of the purchase order. Timely and proper payment of invoices requires expedient review and acceptance of the delivery against the terms of the purchase.
- 8.5 **Rejection.** Rejection of goods or services is the responsibility of the receiving Department whenever the goods or services do not meet contract requirements. In the event of a partial or total rejection, the Department should take immediate action to notify the contractor as to the reasons for rejection and to request prompt replacement. When a rejection is made, the purchasing officer should be notified.
- 8.6 **Lost or Damaged Shipments.** It is the Department's responsibility to promptly inspect deliveries for shipping damage at the receiving location. Concealed damage or latent defects should be reported to the carrier and contractor within seven (7) days of receipt and prior to removal from the point of delivery if possible. It is difficult to fix responsibility for deliveries once the Department has moved goods to another location or when the inspection has not been made in a timely manner. If latent defects are found, the contractor is responsible for replacing the defective goods within the delivery time originally stated in the solicitation and is liable for any resulting expenses incurred by the County.
- 8.7 **Payment and Invoice Processing.** To maintain good vendor relationships and a competitive environment, it is imperative that invoices be processed promptly and in accordance with the contract terms. The *Code of Virginia*, § 2.2-4352, requires localities to pay for the completely delivered goods or services by the required payment date. If no payment date has been established by contract, then payment is due not more than 45 days after receipt of a proper invoice, or 45 days after the receipt of the goods or services, whichever is later. When a large purchase requires performance over an extended period of time, Departments should make arrangements to process partial payments upon receipt of evidence indicating that the goods or services have been received.
- 8.8 **Modifications and Change Orders.** Any request for change affecting price, quality, quantity, delivery or cancellation requires a thorough written explanation by the Department prior to approval. A contractor shall not be notified that a change has been approved until that change has been authorized by the Purchasing Officer, Finance Director and County Administrator. All change requests should be evaluated for contract validity and a price reasonableness determination of the change shall be made in writing (see Section 1.4 for change order limits).
- 8.9 **Contract Renewal and Extension.**
- a. **Renewal.** A term contract may contain a renewal clause describing the conditions under which it may be renewed for a stipulated period of time. However, no contract may be renewed and no additional consideration may be paid unless specifically provided for in the original contract. Often indices such as the Consumer Price Index (CPI) or Producer Price Index (PPI) are used as a benchmark in pricing renewal options and assist in determining price reasonableness. Price increases should not be given automatically at renewal. It is the responsibility of the contractor to request a price increase, if desired, up to the amount authorized by the index referenced in the contract. The agency may then negotiate the amount of the increase up to the indexed amount.
 - b. **Extension.** An agency may extend the term of an existing contract for services to allow completion of any work undertaken but not completed during the original term of the contract. No additional consideration exceeding the contracted price may be paid to the contractor. Also, in exceptional or extenuating circumstances a contract may be extended by mutual consent for a limited period of time, not to exceed six (6) months. This action should be taken in writing prior to the expiration of the current contract.

- 8.10 **Default.** A contractor is considered in default if he or she fails to perform in accordance with the terms and conditions of the contract (e.g., late delivery, nonconformance to specifications). The following factors should be considered prior to taking any action:
- a. The specific reasons for such failure.
 - b. The period of time needed to obtain the goods or services from other sources compared to the time delivery or performance could be accomplished by the delinquent contractor.
- 8.11 **Vendor Performance Complaints.** Complaints and/or discrepancies on vendor performance should be reported as they occur. Vendors are required to respond to the County. Failure to respond may result in removal from the Vendors List.
- 8.12 **Notice to Cure.** A Cure letter is used when a contractor has failed to perform or deliver. It provides the contractor a period of time to correct or “cure” the deficiency and places the contractor on notice as to the consequences for failure to take the required corrective action. The notice may be given either orally or in writing advising the contractor that non-delivery or non-conformance is a breach of a contract and, if the deficiency is not corrected within a stated number of days, the County will terminate the contract for default and hold the contractor liable for any excess costs. When the notice to cure is given orally, it should be confirmed in writing (see sample Cure letter, Annex 8-A).
- 8.13 **Termination for Default and Reprocurement Costs.** Upon the expiration of the time period stated in the “Notice to Cure,” if a satisfactory resolution has not been reached, send the contractor a Termination for Default letter and take repurchase action. This letter states that the contract is being terminated for default and that when the County repurchases the goods or services, any additional cost to the County will be billed to the contractor (see sample Default letter, Annex 8-B). Normally repurchase should be by competitive means in order to secure a fair and reasonable price. If the repurchase results in increased costs to the County, a letter shall be sent to the delinquent contractor demanding payment of the excess costs (see sample request for payment letter, Annex 8-C). Until the excess repayment costs have been received, the contractor shall be removed from the Vendors Mailing List. If repayment has not been made by the end of the specified period of time, subsequent collection and debarment action shall be taken.

In some instances a contractor will notify the County that they refuse to or cannot deliver or complete performance on a contract. In those situations, it is not necessary to follow the procedure of using a cure notification. However, documentation shall be made to provide a historical file for future determinations of responsibility, etc.

SAMPLE CURE LETTER



COUNTY OF LOUISA
Finance Department

Date

Contractor's Name and Address

Subject: Notice of Contract Deficiency and Required Action

Dear _____:

You have failed to meet the requirement(s), i.e., *(delivery), (specifications), (performance standards), etc. on P.O. (or Contract) _____ dated _____. You are to satisfy this deficiency within _____ days of the date of this letter or be terminated for default and reprourement action taken. In addition, your firm will no longer be solicited until this matter is satisfactorily resolved.

Sincerely,

Sam Massie
Purchasing Officer

cc: ~~Helen Phillips~~ Patricia Smith, County Attorney
Christian Goodwin, County Administrator

SAMPLE DEFAULT LETTER



COUNTY OF LOUISA
Finance Department

Date

Contractor's Name and Address

Subject: Notice of Termination for Default on (Title and Number of the Purchase Order or Contract in Default)

Dear _____:

Reference is made to our submission of a * (Notice of Contract Deficiency and Required Action Letter) or (telephone conversation) this date between (Name of Vendor Representative) and (the undersigned).

This is to advise that your firm has been placed in default and referenced * (purchase order), (contract) has been terminated for failure to take corrective action within the specified time as referenced above. The ~~Commonwealth~~ County of Louisa will repurchase the specified * (goods), (services). You will be promptly notified of any additional purchase or administrative costs for which you become liable as a result of this default. In addition, your firm will no longer be solicited until this matter is satisfactorily resolved.

Sincerely,

Sam Massie
Purchasing Officer

cc: ~~Helen Phillips~~ Patricia Smith, County Attorney
Christian Goodwin, County Administrator

Note: If this letter is used, follow up with Request for Payment (Annex 8-C) if additional repurchase costs are incurred.

Annex 8-C

SAMPLE REQUEST FOR PAYMENT LETTER



COUNTY OF LOUISA
Finance Department

Date

Contractor's Name and Address

Subject: Repurchase Costs Against (Purchase Order No./Contract No. _____)

Dear _____:

Reference is made to our letter dated _____, subject: Notice of Termination For Default. The specified * (goods), (services) have been repurchased at an additional cost to the ~~County of Louisa~~ ~~Commonwealth~~ of \$ _____. Your firm is indebted to the ~~Commonwealth~~ ~~County~~ in the amount of \$ _____ and is requested to submit a check to this office payable to the County of Louisa. If the payment is not received within 60 days, we will initiate collection action and proceed with a recommendation of debarment.

Sincerely,

Sam Massie
Purchasing Officer

cc: ~~Helen Phillips~~ ~~Patricia Smith~~, County Attorney
Christian Goodwin, County Administrator

CHAPTER 9

APPEALS

In this Chapter look for . . .

- 11. General
- 11.1 Appeals

11. **General.** The *Virginia Public Procurement Act (VPPA)* provides remedies that are available to a vendor in the event of a challenge on a procurement action.
- 11.1 **Appeals.** The County has established an administrative procedure for hearing appeals from refusals to allow withdrawal of bids, appeals from disqualifications, appeals from determinations of nonresponsibility, appeals of denials of protests of award or decision to award a contract, and appeals from decisions on disputes arising during the performance of a contract, or any of these which relate to contracting for services.

- a. **Ineligibility.** Any bidder, offeror, or contractor refused permission to, or disqualified from participation in public contracts shall be notified in writing. Prior to the issuance of a written determination of disqualification or ineligibility, the County shall (i) notify the bidder in writing of the results of the evaluation, (ii) disclose the factual support for the determination, and (iii) allow the bidder an opportunity to inspect any documents which relate to the determination, if so requested by the bidder within five business days after receipt of the notice.

Within ten business days after receipt of the notice, the bidder may submit rebuttal information challenging the evaluation. The County shall issue its written determination of disqualification or ineligibility based on all information in the possession of it, including any rebuttal information, within five business days of the date the County received such rebuttal information.

If the evaluation reveals that the bidder, offeror or contractor should be allowed permission to participate in the public contract, the County shall cancel the proposed disqualification action. If the evaluation reveals that the bidder should be refused permission to participate, or disqualified from participation, in the public contract, the County shall so notify the bidder, offeror or contractor. The notice shall state the basis for the determination, which shall be final unless the bidder appeals the decision within ten days after receipt of the notice by instituting legal action.

- b. **Appeal of Denial of Withdrawal of Bid.** A decision denying withdrawal of bid under the provisions of § 2.2-4330 of the *Code of Virginia* shall be final and conclusive unless the bidder appeals the decision within ten days after receipt of the decision by instituting action as provided in § 2.2-4364 of the *Code of Virginia*.

If no bid bond is posted, a bidder refused withdrawal of a bid under the provisions of the *Code of Virginia*, § 2.2-4330, prior to appealing, shall deliver to the County a certified check or cash bond in the amount of the difference between the bid sought to be withdrawn and the next low bid. Such security shall be released only upon a final determination that the bidder was entitled to withdraw the bid.

If, upon appeal, it is determined that the decision refusing withdrawal of the bid was not (i) an honest exercise of discretion, but rather was arbitrary or capricious or (ii) in accordance with the Constitution of Virginia, applicable state law or regulation, or the terms or conditions of the invitation to bid, the sole relief shall be withdrawal of the bid.

- c. **Determination of Nonresponsibility:**

- (1) Following public opening and announcement of bids received on an Invitation to Bid, the County shall evaluate the bids based upon the requirements set forth in the IFB, which may include special qualifications of potential contractors, life-cycle costing, value analysis, and any other criteria such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose, which are helpful in determining acceptability (Code of Virginia, § 2.2-4301, Definition of Competitive sealed bidding, Element 4). At the same time, the County shall determine whether the apparent low bidder is responsible. If the County so determines, then it may proceed with an award to the lowest responsive and responsible bidder (Code of Virginia, § 2.2-4301, Definition of Competitive sealed bidding, Element 5). If the County determines that the apparent low bidder is not responsible, it shall proceed as follows:
 - (a) Prior to the issuance of a written determination of nonresponsibility, the County shall (i) notify the apparent low bidder in writing of the results of the evaluation, (ii) disclose the factual support for the determination, and (iii) allow the apparent low bidder an opportunity to inspect any documents which relate to the determination, if so requested by the bidder within five business days after receipt of the notice.
 - (b) Within ten business days after receipt of the notice, the bidder may submit rebuttal information challenging the evaluation. The County shall issue its written determination of responsibility based on all information in its possession, including any rebuttal information, within five business days of the date the County received such rebuttal information. At the same time, the County shall notify, with return receipt requested, the bidder in writing of its determination.
 - (c) Such notice shall state the basis for the determination, which shall be final unless the bidder appeals the decision within ten days after the receipt of the notice, by instituting action as provided in the Code of Virginia, § 2.2-4364.
 - (d) The provisions of this subsection shall not apply to procurements involving the prequalification of bidders and the rights of any potential bidders under such prequalification to appeal a decision that such bidders are not responsible.
 - (2) If, upon appeal pursuant to the *Code of Virginia*, § 2.2-4364, it is determined that the decision of the County was not (i) an honest exercise of discretion, but rather was arbitrary or capricious or (ii) not in accordance with the Constitution of Virginia, applicable state law or regulation, or the terms or conditions of the Invitation for Bid, and the award of the contract in question has not been made, the sole relief shall be a finding that the bidder is a responsible bidder for the contract in question. If it is determined that the decision of the County was not an honest exercise of discretion, but rather was arbitrary or capricious or not in accordance with the Constitution of Virginia, applicable state law or regulation, or the terms or conditions of the Invitation for Bid, and the award of the contract has been made, the relief shall be as set forth in § 2.2-4360B of the *Code of Virginia*.
 - (3) Nothing contained in this section shall be construed to require County, when procuring by competitive negotiation, to furnish a statement of the reasons why a particular proposal was not deemed to be the most advantageous.
- d. **Protest of Award or Decision to Award.** Any bidder or offeror may protest the award or decision to award a contract by submitting such protest in writing to the purchasing officer, specifying the basis for the protest and the relief sought, no later than ten days after the award or the announcement of the decision to award, whichever occurs first. The purchasing officer shall render a written decision within ten days of receipt of the written protest stating the reasons for the decision. This decision shall be final and binding unless any bidder or offeror appeals within ten days of the date of the written decision or institutes legal action.
- e. **Legal Actions.** If injunctive relief is granted, the court, upon request of the County, shall require the posting of reasonable security to protect the County. In the event the apparent low bidder, having been previously determined by the County to be not responsible in accordance with Code of Virginia § 2.2-4301, is found by the court to be a responsible bidder, the court may direct the public body to award the contract, forthwith, to such bidder in accordance with the requirements of the *Code of Virginia* and the Invitation for Bid. A contractor may bring an action involving a contract dispute with the County in the circuit court. A bidder, offeror, or contractor need not utilize administrative procedures meeting the standards of § 2.2-4365 of the Code of Virginia, if available, but if those procedures are invoked by the bidder, offeror, or contractor, the procedures shall be exhausted prior to instituting legal action concerning the same procurement transaction unless the County agrees otherwise. Nothing herein shall be construed to prevent a public body from instituting legal action against a contractor.

CHAPTER 10

COUNTY SURPLUS AND OBSOLETE PROPERTY

In this Chapter look for . . .

State Surplus Property

- 10. General
- 10.1 Definition
- 10.2 Classification
- 10.3 Authority & Responsibility for County Surplus and Obsolete Property
- 10.4 Disposal Methods
- 10.5 Purchases by County Employees
- 10.6 Proceeds from the Sale

Annexes

- 10-A Finance Transmittal Form

10. **General.** The County has statutory responsibility for administering Surplus Property for county-owned personal property. This chapter contains guidance and instructions in identifying and disposing county-owned personal property.

10.1 **Definition.** Surplus materials means personal property including, but not limited to, materials, supplies, equipment, and recyclable items. Personal property shall be deemed “obsolete and unusable” when the continued use of such property by the County is no longer cost effective.

10.2 **Classification.** County-owned surplus and obsolete property may be classified as:

- a. Items of value for sale.
- b. Scrap items which have sale value for material content only.
- c. Items assessed to have little or no commercial value, and are acceptable for landfilling or trash disposal.

10.3 **Authority and Responsibility for County Surplus and Obsolete Property.** The purchasing officer shall sell, transfer, trade or otherwise dispose of all materials, supplies, equipment or other personal property of the county which has become obsolete or unusable. The purchasing officer shall use whichever method he believes will raise the highest revenue for the county.

A three (3) person committee, appointed by the County Administrator, must review and approve all surplus items prior to being made available for sale to the general public. The County’s Procurement Officer shall maintain a record of the committee’s actions.

10.4 **Disposal Methods.**

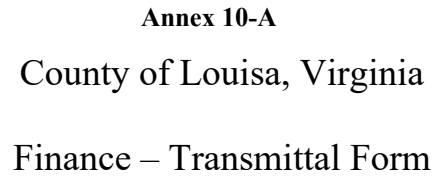
- a. **Competitive Bids.** Property may be sold by competitive bid. The list of property to be sold may be advertised in specific trade publications and mailed to persons or firms.
- b. **Public Auction.** Property may be sold by public auction.

- (1) **Live Auction.** Property may be sold by live auctions. These are scheduled and advertisements are placed in major state and area newspapers in the vicinity of the auction sale, and notices are sent to persons or firms.
- (2) **On-line Auctions.** Property may be sold through on-line auctions. These items will be listed for sale using websites that have been approved by the DGS Director, Surplus Property and will be managed by internal surplus personnel.

- c. **Firm price offered to all persons wishing to participate in the sale.** Property may be offered to the public at a set price. The sales price of an item is based on known sales experience and/or estimated current market value. Set price sales are publicly advertised.
- d. **Negotiated sale to other units of local government.** Utilization of surplus and obsolete property between agencies is encouraged. Property may be sold through negotiation. The County may post listings of such equipment, materials and supplies available for reuse on the State's Surplus Property reutilization page. Items may be transferred to another agency with or without the transfer of funds.
- e. **Disposal by landfilling.** Property which is unusable and determined to have no commercial and/or recycling value, or if the cost of sale would exceed expected returns, may be disposed of by landfilling.

10.5 **Purchases by County Employees and Their Families.** Employees of Louisa County, the Louisa County School Board, Louisa County Constitutional Officers, Louisa Court Services, Louisa County Courts, and the Louisa County Department of Social Services and their immediate family are only allowed to purchase County surplus property when it is also made available for purchase to the general public through surplus property sales, such as auctions or internet sales. A \$500 limit shall apply to such sales. Employees shall not purchase property if they influence the maintenance, surplus, pricing or disposition of the property item. An exemption to the \$500 limit applies if the property is purchased in any sale of surplus property at uniform (fixed) prices that are available to the general public. The term "immediate family" means (i) a spouse and (ii) any other person residing in the same household as the officer or employee, who is a dependent of the officer or employee or of whom the officer or employee is a dependent.

10.6 **Proceeds from the Sale.** The proceeds from the sale shall promptly be deposited with the Treasurer's Office, using the Finance Transmittal Form provided on Annex 10-A.



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**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:

MOVER: None

SECONDER: None

AYES: None

NAYS: None

ABSTAIN: None

**A RESOLUTION TO UPDATE THE COUNTY'S CAPITAL ASSETS ACCOUNTING
POLICY & PROCEDURES MANUAL**

WHEREAS, the County's Capital Assets Accounting Policy and Procedures Manual was last updated June 30, 2001; and

WHEREAS, updates and revisions are required to the County's Capital Assets Policy Manual from time to time; and

WHEREAS, the updated manual is attached.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby approves and adopts the attached updates to the County of Louisa Capital Assets Accounting Policy and Procedures Manual.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia



COUNTY
OF
LOUISA, VIRGINIA
CAPITAL ASSETS

ACCOUNTING POLICIES AND PROCEDURES MANUAL

~~June 30, 2001~~ October 5, 2026

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INTRODUCTION

Proper accounting for capital fixed assets is required by generally accepted accounting principles to obtain an unqualified opinion on the financial statements. It is also required by the Government Finance Officers' Association and is an essential ingredient in obtaining a Certificate of Achievement for Excellence in Financial Reporting. Capital assets accounting can also assist in planning for replacements and insurance coverage. To properly implement Governmental Accounting Standards Board Statement Number 34, Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments, the County must account for its capital assets.

GASB Statement 34 defines the term *capital assets* to include: land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. *Infrastructure assets* are long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems. Buildings, except those that are an ancillary part of a network of infrastructure assets, should not be considered infrastructure assets for purposes of Statement 34.

CAPITAL ASSETS

In conformity with generally accepted accounting principles, guidelines of Government Accounting, Auditing and Financial Reporting (GAAFR) and the Government Finance Officers' Association (GFOA), Louisa County requires that for an asset to be capitalized it must be tangible in nature, have a life longer than one year, and have a significant value. Capital assets should be reported at historical cost. The cost of a capital asset should include capitalized interest and ancillary charges necessary to place the asset into its intended location and condition for use. Ancillary charges include costs that are directly attributable to asset acquisition—such as freight and transportation charges, site preparation costs, and professional fees. Donated capital assets should be reported at their estimated fair value at the time of acquisition plus ancillary charges, if any.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized over the remaining useful lives of the related fixed assets, as applicable.

Each capital asset is categorized and placed within a class of similar assets. Assets are classified as follows:

Land

Building and improvements

Machinery and equipment

A description of each asset classification follows:

Land -The land capitalized fixed asset account should include all land and land rights purchased or otherwise acquired by the County. The cost of land should include all legal and title fees, surveying fees, appraisal and negotiation fees, site preparation costs, and the cost of razing unwanted structures. Donated land should be recorded at fair market value at the time of donation. If land is acquired with a building as a single parcel, the value of the land should be determined at the time of the purchase and carried in the land fixed asset account. Where the historical cost of land is not available, historical cost values have been determined through construction costs indices to determine estimated historical cost, or estimated costs if construction costs indices are not available.

Easements - An easement is an interest in land owned by another that entitles its holder to a specific limited use or enjoyment (right to use the land). Therefore, easements are not required to be reported in the financial statements unless the entity paid for the easement.

Buildings and improvements - The building fixed asset account should include the value of all buildings at original purchase price or cost of construction. All structures used by the County to house or safeguard equipment, services, people and functions should be included. All fixtures permanently attached to the building which cannot be removed without impairing the value of the building are considered part of the building. A donated building should be recorded at fair market value at the time of donation. Additions and improvements to buildings including heating and ventilating systems, should be added to the building account when these costs are considered permanent additions and they exceed the capitalization thresholds.

Improvements includes the cost of site improvements, whether or not a building exists. These items usually include fencing, irrigation systems, signs, outdoor bleachers, park improvements, walls and foundations.

Where the historical cost of a building is not available, historical cost values have been determined through use of “backtrending”. In “backtrending” the historical cost of an asset is estimated by taking the current cost of a similar asset and dividing it by construction cost indices to determine estimated historical cost. In cases where construction cost indices are not available estimates were made.

Machinery and equipment -The machinery and equipment fixed asset account group includes all machinery, power equipment, electronic data processing equipment, contractor's equipment, communication equipment, audio visual equipment, photographic equipment, kitchen equipment, laboratory, medical, duplication and photocopying equipment, mowers, yard equipment and motor vehicles. These assets include property that does not lose its identity when removed from its location and is not expended in use. The property is recorded at cost, including freight, installation, and other charges incurred to place the asset in service. If machinery or equipment is acquired through donation, the appraised value of the asset shall be established at the date of donation and used as the asset cost.

Equipment has a significant value in and of itself and must be individually listed as an asset unit of one and given a unique asset number. Other identifying information such as make, model, serial number, size, capacity, material etc., as it applies, is recorded as part of the item description.

Construction in Progress - Construction in progress should be capitalized and not depreciated.

It should be reported with land and other non-depreciating assets at the government-wide level. Unspent debt proceeds from capital assets related debt should be reported in the net assets section of the statement of net assets as “restricted for capital projects.”

Works of Art and Historical Treasures - Works of Art and Historical Treasures should be recorded at historical costs. Depreciation is not required for collections or works of art that are inexhaustible. The Implementation Guide to GASB Statement 34 provides the following definition:

Inexhaustible collections or individual works of art or historical treasures are those with extraordinarily long useful lives. Because of their cultural, aesthetic, or historical value, the holder of the asset (or assets) applies efforts to protect and preserve the asset in a manner greater than that for similar assets without such cultural, aesthetic, or historical value.

CAPITALIZATION POLICY

All purchased fixed assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are valued at their estimated fair market value on the date received.

Fixed assets to be recorded to the land, building and improvements, machinery and equipment, and construction in progress classifications are to cost \$10,000 ~~5,000~~ or greater, with the following exceptions:

All land, buildings and vehicles are recorded.

Major additions, including those that significantly prolong a fixed asset's economic life or expand its usefulness, should be capitalized. Normal repairs that merely maintain the asset in its present condition ~~should be not be~~ should not be capitalized. Generally, renovations or improvements to existing buildings will be expensed unless the cost of the project exceeds \$100,000.

ACCOUNTING PROCEDURES FOR CAPITAL ASSETS

All assets acquired through June 30, 2001 will be valued at historical cost, as available, and by the use of backtrending as described above. Asset values will be determined using financial audit reports and accounting records. When original cost is not available asset values will be determined by the use of construction indices and other formulas designed to reflect historical cost.

Additions - All fixed assets purchased during the fiscal year, old and new, as well as all donated assets and assets acquired through capitalized leases are defined as current year additions. When an existing fixed asset has capitalizable additions, the additional costs must be added to the original cost of the asset.

Procedures to capture current year additions include a detailed audit of charges to capital outlay and capital project accounts by obtaining purchase orders/invoices/and other documentation supporting disbursements above the threshold amounts. Once criteria for determining an addition for fixed assets has been made the capital asset maintenance worksheet is prepared. Currently capital asset details are maintained on a spreadsheet and will be updated by designated County officials annually.

Capital assets may be acquired by eminent domain through condemnation proceedings. While the major part of the costs of these assets are the awards set by the court, the legal and recording fees must also be included.

Replacements - Replacements are assets acquired to replace previously capitalized assets which are being sold, abandoned, or otherwise disposed of. The replacement asset(s) is entered

into the capital assets system in the same manner as a new asset. The asset(s) being replaced is removed from the records as described under dispositions.

Dispositions - All dispositions sold, traded-in, scrapped, abandoned or in any way removed from service during the current fiscal year are classified as dispositions or disposals. Upon retirement, or other disposal, the acquisition cost of the asset is removed from the fixed asset account in which the acquisition cost was recorded when acquired.

Audits of proceeds from various auctions, sale of surplus vehicles, and sale of salvage/surplus will be used to determine dispositions.

Transfers - A transfer is defined as any movement of an asset by virtue of change in location, either by account, department, building, floor, or room. This change in location and/or managerial responsibility must be recorded in the fixed asset system. As the essential identifying information about the transferred asset is already contained in the system on inventory lists, it is only necessary to change those data fields affected.

Maintenance - Maintenance refers to expenses that are necessary to achieve efficiency and neither materially prolong the original life nor appreciably increase the value of the asset. Maintenance expenses are not capitalized, but are considered current period expenditures.

Permanent additions - Improvements, including permanent additions, provide significant enhancement to an asset through an extended life cycle, increased productivity and/or efficiency, expansion of existing units, or addition of new units. The cost of such improvements is capitalized when it is \$~~10,000~~5,000 depending on the asset class.

Alterations are changes in the physical structure or arrangement of capital assets which do not qualify as increases in capital assets under the definitions of permanent additions. The cost of alterations should not be capitalized.

Annual capital asset inventory

Each department head will inventory all fixed assets under his/her control. Blank Capital asset inventory forms will be supplied each department head.

The following information will be maintained in subsidiary records for each individual capital asset:

- Major asset class;
- Funding source of property;*
- Function
- Organization unit charged with custody
- Reference to acquisition source document
- Location;
- Acquisition date;*
- Fund and account from which purchased
- Name and address of vendor;*
- Estimated useful life;*
- Description of asset;
- Date, method and authorization
- Manufacturer's serial number model
- Tag number (if applicable) number or other identification number

*information to be obtained where available

The following functions will be utilized to report capital assets:

- General government administration
- Judicial administration
- Public safety
- Public works
- Health and welfare
- Education
- Parks, recreation and cultural
- Community development

The following activities will be utilized to report capital assets:

- | | |
|---|---|
| ☐ Board of Supervisors_____ | ☐ Planning |
| ☐ County Administrator_____ | ☐ Education |
| ☐ Central Accounting_____ | ☐ Clerk of the Circuit Court |
| ☐ Treasurer_____ | ☐ Commonwealth Attorney |
| ☐ Commissioner of Revenue_____ | ☐ Sheriff |
| ☐ Landfill_____ | ☐ Building inspector |
| ☐ Public works_____ | ☐ Animal control |
| ☐ Social Services_____ | ☐ General Properties |
| ☐ Circuit Court_____ | ☐ Registrar |
| ☐ Parks and recreation_____ | ☐ Community development |

Transaction Date - The date an asset is capitalized is the date the asset is placed in service.

For most assets this will generally be the date the asset was purchased. For buildings, this will be the date the building was occupied or otherwise placed in service. These guidelines are applicable for additions as well as deletions and disposals. The key date is the day the asset was placed in or removed from service.

Depreciation - Capital assets should be depreciated over their estimated useful lives unless they are either inexhaustible or are infrastructure assets reported using the modified approach. Inexhaustible capital assets such as land and land improvements should not be depreciated.

Depreciation expense should be reported in the statement of activities. Depreciation expense should be measured by allocating the net cost of depreciable assets (historical cost less estimated salvage value) over their estimated useful lives in a systematic and rational manner.

Depreciation is the process of allocating the cost of tangible property over a period of time, rather than deducting the cost as an expense in the year of acquisition. Generally, at the end of an assets's life, the sum of the amounts charged for depreciation in each accounting period

(accumulated depreciation) will equal original cost less salvage value. Good accounting and financial management practices require that a government entity take both the cost expiration and the declining value of an asset into consideration. The cost expiration of a government entity's assets must be recognized if the cost of providing services is to be realistically reported. Also, the decline in the value of those assets must be considered if the government entity's net assets are to be stated correctly.

To calculate depreciation on a capital asset, the following five factors must be known:

- the date the asset was placed in service
- the asset's cost or acquisition value
- the asset's salvage value
- the asset's estimated useful life, and
- the depreciation method.

The County depreciates all assets using the straight-line method and assumes no salvage value.

Estimated Service Life - Life is the mean or normally expected duration of an asset. Life estimates are required for all asset units except land and land rights. Any extended life resulting from a major change in the asset unit is specified at the time of the change. The following estimated lives can be used as general guidelines:

	General Life (Years)
<i>Building and Improvements</i>	
Permanent buildings	40
Mobile classrooms	10
Recreation facility i.e. concession stand	10
Land improvements - groundwork	30
<i>Machinery and equipment</i>	
Audio Visual	10

Kitchen equipment	15
Mowers and yard equipment	5
Small power tools	5
Large power tools tractor, compactor	10

Motor Vehicles

Automobiles-police cars	3
Other automobiles	5
Light general purpose trucks	5
Heavy general purpose trucks	10
Buses	12

Construction Equipment

Bulldozers, graders, backhoe, and other equipment	10
---	----

EDP Equipment

EDP hardware	5
EDP software	5

Communication Equipment

Base stations, mobile and hand transmitters, other communication equipment	10
---	----

Furniture, Fixtures, Office Equipment

Office furniture	5
Copiers, duplicating equipment	5

Financial Reporting - Capital assets that are being or have been depreciated should be reported net of accumulated depreciation in the statement of net assets. Accumulated depreciation may be reported on the face of the statement or disclosed in the notes. Capital assets that are not being depreciated, such as land or infrastructure assets reported using the modified approach should be reported separately if the government has a significant amount of these assets. Capital assets also may be reported in greater detail, such as by major class of asset (for example, infrastructure, buildings and improvements, vehicles, machinery and equipment).

APPENDICES

DEPARTMENT USE ONLY

County of Louisa, Virginia
Land Cost
June 30, ~~2004~~2026

Parcel # _____

Acres: _____

Date land acquired: _____

Cost: _____

Source of Information _____

Comments:

Prepared By: _____

Date:

County of Louisa, Virginia
Building Cost

June 30, ~~2001~~2026

Parcel # _____

Acres: _____

Date land acquired: _____

Cost: _____

Source of Information _____

Comments:

Prepared By: _____

Date:

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION TO UPDATE THE RURAL LONG RANGE TRANSPORTATION
PLAN**

WHEREAS, The Thomas Jefferson Planning District Commission (TJPDC) has begun an update to the 2040 Rural Long Range Transportation Plan covering the rural portions of Planning District 10, which comprises of 5 counties, including Louisa, and one city; and

WHEREAS, the Rural Long Range Transportation Plan serves as a long-term vision for transportation improvements and investments across the region's rural jurisdictions and helps identify transportation needs, priorities, and opportunities over a 20-year planning horizon; and

WHEREAS, the draft goals provided by the Thomas Jefferson Planning District Commission (TJPDC) are as follows:

Goal 1: Safety

Improve the safety of the transportation system for all users by reducing crashes, fatalities, and serious injuries through infrastructure improvements and education.

Goal 2: Mobility and Accessibility

Provide reliable access to destinations for all users by integrating various modes of transportation.

Goal 3: Economic Development

Support freight movement, workforce access, agriculture, tourism, and economic development.

Goal 4: Land Use and Transportation Coordination

Promote coordinated transportation and land use decisions that support efficient growth, improve access to destinations, preserve rural character, and maximize the effectiveness of transportation investments.

Goal 5: System Preservation and Maintenance

Maintain, preserve, and enhance the transportation system to ensure existing assets remain safe, reliable, and cost-effective.

Goal 6: Community and Environmental Stewardship

Reduce the impact of transportation projects on natural resources and communities by promoting sustainable transportation investments that improve the region's quality of life.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby approves the draft goals of the 2026 Rural Long Range Transportation Plan (RLRP) update.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION ESTABLISHING THE GROWTH MANAGEMENT AND RURAL
PRESERVATION WORKGROUP**

WHEREAS, the Louisa County Board of Supervisors recognizes the importance of thoughtfully planning for future growth while preserving the County's rural character, agricultural lands, natural resources, and quality of life; and

WHEREAS, the Board desires to establish a collaborative workgroup with the Planning Commission to discuss growth management and rural preservation options and to develop informed and efficient solutions regarding the future development and preservation of Louisa County.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026 that the Louisa County Board of Supervisors hereby establishes the Growth Management and Rural Preservation Workgroup, consisting of three (3) members of the Board of Supervisors and three (3) members of the Louisa County Planning Commission, with appropriate County staff providing support to the Workgroup.

BE IT FURTHER RESOLVED, that the following members are hereby appointed to the Growth Management and Rural Preservation Workgroup:

Board of Supervisors Appointees

- 1.
- 2.
- 3.

Planning Commission Appointees

- 1.
- 2.
- 3.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia



COUNTY OF LOUISA

MEMORANDUM

TO: The Honorable Members of the Board of Supervisors

FROM: Eleni Rackley, Administrative Assistant/Records Clerk

DATE: September 28, 2026

RE: Board Appointment Request

The following request(s) may be considered at the October 5, 2026, Board meeting:

Board Appointment

1. To reappoint **Mr. Michael Choate** to the following committee(s):
 - a. Central Virginia Regional Jail
2. To reappoint **Mr. Roger Henry** to the following committee(s):
 - a. Commission on Aging
3. To reappoint **Ms. Curline Bell** to the following committee(s);
 - a. Commission on Aging



COUNTY OF LOUISA BOARD & COMMISSION APPOINTMENTS

CURRENT VACANCIES AND UPCOMING EXPIRATIONS

The following is a list of Board, Committee, and Commission appointments that are either vacant or have terms expiring. Individual names listed may be eligible for reappointment.

BOARD NAME/DESCRIPTION	TERM LENGTH	INTERVAL/TIMES	VACANCIES/UPCOMING EXPIRATIONS (PREVIOUS/CURRENT APPOINTEE)
Board of Building Appeals Hears appeals of decisions made by the Building Official relative to the Virginia Uniform Statewide Building Code.	Indefinite	Members meet as requested.	VACANT
Board of Equalization The Board of Equalization shall hear all complaints and objections to real estate assessments from the taxpayer or his agent. The Board shall hear and give consideration to such complaints and equalize such assessments and, moreover, the Board is charged with the especial duty of increasing as well as decreasing assessments. The Board's main charge is the equalizing of real estate assessments.	Serves a three (3) year term	Members meet as requested.	VACANT VACANT
Board of Zoning Appeals The establishment and organization of the Louisa County Board of Zoning Appeals or BZA is established in the Code of Virginia, Section 15.2-2308. The powers and duties of the BZA are also outlined in the Code of Virginia, Section 15.2-2309.	Serves a five (5) year term.	Members meet as required for zoning appeals.	VACANT VACANT (Second Alternate) Ed Kube- Term Expiring 11/14/2026

Commission on Aging promotes quality of life for all elderly persons and ensures their needs are included in County planning and development.	Serves a four (4) year term	Members meet on the first Wednesday of every month at 10 a.m.	VACANT- Jackson District VACANT - Green Springs Curlin Bell - Term Expiring 10/6/26 Lillian Morris- Term Expiring 11/4/26 Roger Henry - Term Expired 09/17/26
JABA Advisory Council This Advisory Council as part of the total JABA organization is mandated under the "Older Americans Act" as amended in October 1978 and is responsible for advising the JABA Board of Directors on matters of program and policies affecting the elderly in PSA 10. The Council advises JABA to: (a) develop and administer the area plan, (b) conduct public hearings, (c) represent the interests of older persons, and (d) review and comment on all community policies programs and actions which affect older persons.	Serves a two (2) year term.	Members meet on the first Thursday of every other month, 12:00 pm - 2:00 pm JABA, 674 Hillsdale Drive, Charlottesville, VA 22901	VACANT VACANT
Management Oversight Group (MOG) An advisory body for matters concerning the provisions of Fire and EMS services to the Fire and EMS Chief and the Board of Supervisors; strives to enhance the quality of services provided by the Fire and EMS in Louisa County.	4 years	Third Thursday of every month.	At Large Appointment
Thomas Jefferson Area Community Criminal Justice Board To oversee the operation of the Community Diversion Incentive Program which is funded by the State to divert non-violent felons to community service/treatment and away from prison.	Serves a three (3) year term (automatic renewal of one term).	Members meet quarterly beginning in January of each year.	VACANT (Unexpired Term 02/01/28)

Transportation Safety Commission This Commission reviews accidents and transportation hazards in the County and makes recommendation to the Board of Supervisors and the Virginia Department of Transportation.	Serves a three (3) year term. Ex-Officio members serve a three (3) year term. BOS Member serves the duration of their elected term	Members meet every other month starting in January.	VACANT – Green Springs VACANT – Louisa District VACANT--Sheriff's Department
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COUNTY OF LOUISA COUNTY ADMINISTRATOR'S REPORT

The County Administrator's Report serves to keep the Board informed of ongoing County operations, departmental activities, upcoming events, and significant correspondence received since the previous meeting.

CORRESPONDENCE

Correspondence received from state and federal agencies is provided for the Board's review and information. These communications often contain important updates regarding legislation, regulatory changes, funding opportunities, grant programs, infrastructure projects, and other matters that may impact County operations, services, and long-term planning. Reviewing this correspondence helps ensure the Board remains informed of developments that could affect Louisa County and its residents.

The following correspondence has been received from state and federal agencies since the previous Board meeting and is provided for the Board's review and information:

AGENCY	SUBJECT/INFORMATION
Department of Environmental Quality (DEQ)	Environmental Impacts
Nuclear Regulatory Commission (NRC)	Nuclear Regulatory Updates
Virginia Department of Health (VDH)	Public Health Services
Virginia Department of Transportation (VDOT)	Road Projects & Updates

UPCOMING EVENTS & REMINDERS

The following upcoming events, meetings, and important reminders are provided for the Board's awareness and planning purposes. These activities support County operations, community engagement, and strategic initiatives while helping ensure that Board members remain informed of key dates, deadlines, and opportunities to participate in County events and programs.

To view a list of upcoming meetings, please click [here](#).

DATE	EVENT	LOCATION
October 10, 2026	22 nd Annual Fall Festival	Main Street & Louisa Fairgrounds

From: [Alexandra Stanley](#)
To: [Alexandra Stanley](#)
Subject: FW: 5 Day Notice - LO 168 (01-02)
Date: Tuesday, September 29, 2026 10:43:32 AM

From: Carolanne Whiteside <CWhiteside@SYNAGRO.com>

Sent: Friday, September 18, 2026 8:42 PM

To: Christian Goodwin <cgoodwin@louisacounty.gov>

Subject: 5 Day Notice - LO 168 (01-02)

You don't often get email from cwhiteside@synagro.com. [Learn why this is important](#)

CAUTION: External email

Greetings,

You are receiving this notice as per 9 VAC 25-32-515 (5). This is the notification that we have posted signs at the following site(s) and will start no sooner than 5 business days from the date the sign was posted.

The current sites are as follows:

DEQ Control #	County	Abbreviated Site - Field #	Tax Map ID	Date Sign was placed
51109-00656-0000	Louisa	168-01	16-8	09/18/2026
51109-00655-0000	Louisa	168-02	16-8	09/18/2026

We may apply any of the sources listed below:

WASTEWATER FACILITY OWNER	LOCATION	BIOSOLIDS TREATMENT PROCESS	CONTACT PERSON	PHONE NUMBER
Alexandria ASA Advanced WWTP	Alexandria, VA	Pasteurization/digestion - Anaerobic digestion	Aster Tekle	703-549-3381
Annapolis WRF	Anne Arundel, MD	Lime Stabilized	Mike Oliver	410-218-3160
Arlington County Water Pollution Control Facility	Arlington, VA	Lime Stabilized	Larry Slattery	703-228-6877
Atlantic STP (HRSD)	Virginia Beach, VA	Anaerobic Digest	Rhonda Bowen	757-460-4270
Back River WWTP	Baltimore, MD	Anaerobic Digest	Mike Oliver	410-218-3160
Ballenger Creek WWTP	Frederick, MD	Lime Stabilized	Bob Money	443-790-5372
Basham Simms Wastewater Facility	Purcellville, VA	Aerobic Digestion	Scott House	540-338-4945
Bowie WWTP	Bowie, MD	Lime Stabilized	Chris Bolander	301-809-2392
Broad Run WRF	Ashburn, VA	Anaerobic Digest	Robert Canham	571-291-7823
Broadneck WRF	Anne Arundel, MD	Lime Stabilized	Mike Oliver	410-218-3160
Broadwater WRF	Anne Arundel, MD	Lime Stabilized	Mike Oliver	410-218-3160
Cox Creek WRF	Anne Arundel, MD	Lime Stabilized	Mike Oliver	410-218-3160

Culpeper WWTP	Culpeper, VA	Anaerobic Digestion	Anne Brooks	540-219-8922
WSSC – Damascus	Damascus, MD	Lime Stabilized	Sam Amad	301-206-7900
District of Columbia Advanced WWTP at Blue Plains	Washington, DC	Anaerobic Digestion - Lime Stabilization Thermal Hydrolysis - Anaerobic Digestion	Chris Peot	202-787-4329
DOC - Buckingham Corrections Center	Dillwyn, VA	Lime Stabilized	David Newcomer	434-983-4400
DOC - Powhatan Correctional Center	State Farm, VA	Aerobic Digestion	Garry Jones	804-598-4251
DOC - Southampton Correctional Center	Capron, VA	Aerobic Digestion	Darrell Miller	434-658-4368
Dorsey Run Advanced WWTP	Jessup, MD	Lime Stabilized	Demond Miller	410-799-7797
Dutoy Creek WWTP	Powhatan, VA	Aerobic Digestion	Tim Glidewell	804-598-5740
Falling Creek WWTP	Chesterfield, VA	Anaerobic Digest	Roy E. Covington	804-748-1271
Farmville Advanced WTP	Farmville, VA	None	Sandy Meador	434-392-1803
Farmville Advanced WWTP	Farmville, VA	Anaerobic Digest	Sandy Meador	434-392-1803
FCSA Lakeside Surge Basin	Frederick, VA	Alum	Greg Grim	540-662-4475
Fighting Creek WWTF	Powhatan, VA	Aerobic Digestion	Tim Glidewell	804-598-5740
Frederick City WWTP	Frederick, MD	Anaerobic Digest	Stona Cosner	301-694-1036
Fredericksburg WWTF	Fredericksburg, VA	Lime Stabilized	Kimberly Klock	540-372-1182
Freedom District WWTP	Sykesville, MD	Lime Stabilized	Al Razik	410-729-8320
Henrico County WRF	Richmond, VA	Anaerobic Digest	James C.M. Grandstaff	540-795-9311
Little Falls Run WWTF	Stafford, VA	Aerobic Digest	Jason Cook	540-658-5120
Little Patuxent WRF	Howard Co., MD	Lime Stabilized	Rick Hushon	301-362-3917
Little Patuxent WRP	Howard Co., MD	Anaerobic Digestion	Rick Hushon	301-362-3917
Loudoun WTF - Goose Creek WTP	Loudoun, VA	Alum	Tom Barrack	703-505-6600
Loudoun WTF - Trap Rock WTP	Loudoun, VA	Alum	Tom Barrack	703-505-6600
Lynchburg Regional WWTP	Lynchburg, VA	Lime Stabilized	Alvin Rucker	434-455-6240
Marley Taylor WWTP	Lexington Park MD	Anaerobic Digest	Duane Potter	301-863-5143

Maryland City WFR	Anne Arundel, MD	Lime Stabilized	Mike Oliver	410-218-3160
Maryland Correctional Institute WWTP	Hagerstown, MD	Lime Stabilized	Al Razik	410-729-8320
Mattawoman WWTP	LaPlata, MD	Lime Stabilized	Mike Oliver	410-218-3160
Opequon WRF	Winchester, VA	Anaerobic Digestion	Don Riggelman	540-667-1815
Parkway WWTP	Laurel, MD	Lime Stabilized	Kevin Selock	301-206-7529
Patapsco WWTP	Baltimore, MD	Lime Stabilized	Steve McMahon	804-370-4657
Patuxent WRF	Anne Arundel, MD	Lime Stabilized	Mike Oliver	410-218-3160
Piscataway Bioenergy Facility	Indian Head, MD	THANCB	Mike Oliver	410-218-3160
Proctor's Creek WWTP	Chesterfield, VA	Lime Stabilized	Roy E. Covington	804-748-1271
Remington WWTP	Remington, VA	Aerobic Digest	Milas Smith	540-349-2092
Richmond WWTP	Richmond, VA	Anaerobic Digestion	Edwin Edmondson	804-646-0081
Seneca WWTP	Montgomery Co., MD	Lime Stabilized	Sam Amad	301-206-7900
South Central Wastewater Authority	Petersburg, VA	Lime Stabilized	Ray Burpoe	804-586-7415
Strasburg STP	Strasburg, VA	Aerobic Digest -Lime Stablized	Jay McKinley	540-481-0291
Upper Occoquan Sewage Authority	Centerville, VA	Anaerobic Digest -Lime Stablized	Charles P. Boepple	703-227-0204
Upper Smith River (WFP)	Collinsville, VA	None	Mike Ward	804-501-4275
US Army - Ft AP Hill - Wilcox Camp	Bowling Green, VA	Anaerobic Digestion	Gary Manville	804-632-1403
VA American Water Prince William (Dale City) - Section 1	Dale City, VA	Aerobic Digestion	Joseph P Hanks	703-670-5131
VA American Water Prince William (Dale City) - Section 8	Dale City, VA	Aerobic Digestion	Joseph P Hanks	703-670-5131
Vint Hill WWTP	Warrenton, VA	Aerobic digest	Milas Smith	540-349-2092
Warrenton STP	Warrenton, VA	Anaerobic Digestion	Allen Chichester	540-347-1104
Western Branch WRRF	Upper Marlboro, MD	Lime Stabilized	Brian Mosby	301-206-4001

Depending on weather and site conditions, we plan to finish this site by approximately January 31, 2027.

Please let us know in writing if you would like to opt out of this notification. You will continue to receive the daily notifications separate from this email.

Thank you for your time and consideration, and we look forward to continuing to work with you. Please

feel free to contact me at the information below if you have any questions.

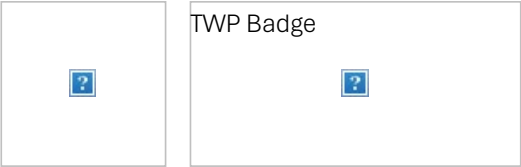
Sincerely,

Carolanne

Carolanne M. Whiteside

Technical Services Coordinator
1681 Tappahannock Blvd
Tappahannock, VA 22560
804-366-2164 (cell)
804-443-2170 ext 1 (office)

Carolanne Whiteside
Senior Administrative Assistant
1681 Tappahannock Blvd., Tappahannock, VA, 22560
Phone: +1 804-443-2170 ext 1
CWhiteside@SYNAGRO.com | [Synagro](#) | [YouTube](#) | [LinkedIn](#)



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From: Thompson, Amanda (DEQ) <Amanda.R.Thompson@deq.virginia.gov>
Sent: Wednesday, September 23, 2026 3:02 PM
Subject: Lake Anna HABS Stakeholder Meeting - Oct 22
Importance: High

CAUTION: External email

Good Afternoon,

The first Community Engagement meeting for the Lake Anna HABS Study/Watershed Protection Plan will take place **October 22nd, 2026 from 2:00p.m. – 4:00p.m.**, at Louisa County Library (881 Davis Hwy, Mineral VA 23117).

This meeting will begin stakeholder collaboration for the Watershed Protection Plan to address elevated risk of HABS in the Upper Lake Anna watershed. The meeting will summarize the project and pollutant drivers identified, outline the structure of the Watershed Protection Plan, provide an overview of the watershed modeling that will inform the Watershed Protection Plan, and discuss potential future working sessions and management strategies.

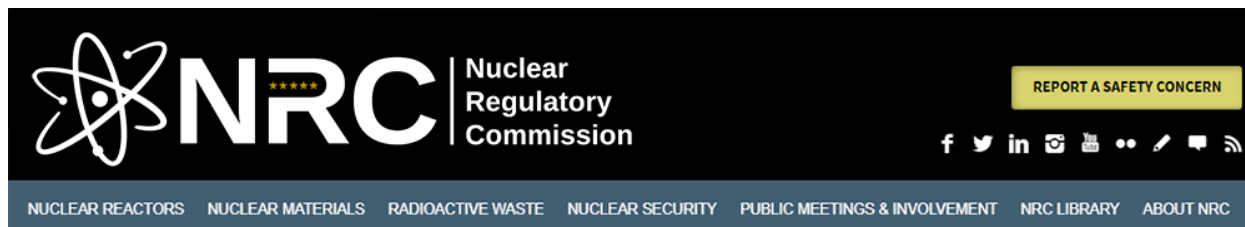
I encourage everyone who would like to attend the first Community Engagement meeting to check the DEQ webpage ([Implementation Plans Under Development](#)) to download the presentation from the first Public Meeting and for continued project updates. The announcement should also soon post to the VA Town Hall website and the DEQ Events Calendar ([DEQ Calendar](#)).

Lastly, please feel free to forward this announcement and/or the webpages to anyone who would be interested in stakeholder participation for the plan.

Hope to see you there, and happy to answer any additional questions.



Amanda Thompson
Water Quality Planner, Northern Regional Office
[Virginia Department of Environmental Quality](#)
13901 Crown Court, Woodbridge, VA 22193
(571) 866-6048



Subject: North Anna Power Station - Security Baseline Inspection Report 05000338 2026402 and 05000339 2026402

ADAMS Accession No.: ML26260A353

- [North Anna Power Station - Security Baseline Inspection Report 05000338 2026402 and 05000339 2026402 - PUBLIC.pdf](#)



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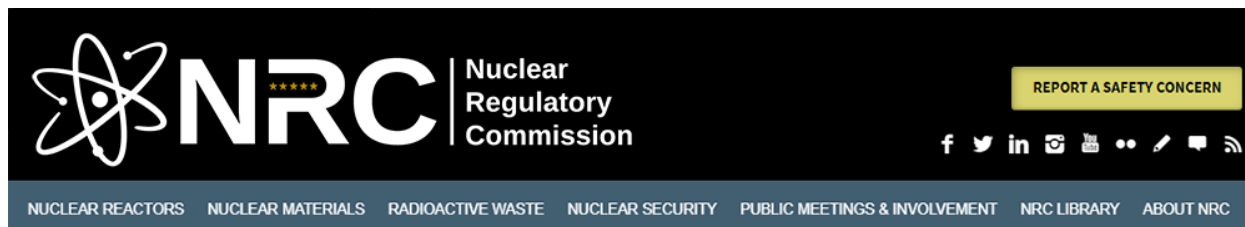
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Stay Connected to the NRC!



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Subject: Biweekly Federal Register Notice - Applications and Amendments to Facility Operating Licenses and Combined Licenses Involving No Significant Hazards Considerations - Publication Date: September 29, 2026.

Federal Register Hyperlink:

<https://www.govinfo.gov/app/details/FR-2026-09-29/2026-19812>



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COMMONWEALTH of VIRGINIA

DEPARTMENT OF HEALTH

OFFICE OF DRINKING WATER

Richmond Field Office

B. Cameron Webb, MD, JD
State Health Commissioner

Madison Building
109 Governor St., 7th Floor
Richmond, VA 23219
Phone: 804-864-7409
Fax: 804-864-7520

OFFICIAL ELECTRONIC COMMUNICATION- NO HARD COPY TO FOLLOW

NOTICE OF ALLEGED VIOLATION

SUBJECT: Louisa County
Waterworks: Pleasant's Landing
PWSID No: 2109635

September 21, 2026

Vallerie Holdings of Virginia, LLC
Attn: Mike Vallerie, Owner
349 Pleasants Landing Rd
Bumpass, VA 23024

Re: Major Routine Monitoring Failure under RTCR

Dear Mr. Vallerie,

This notice is to advise that you appear to be operating a waterworks in violation of the Public Water Supplies Law, Title 32.1, Chapter 6, Article 2 of the Code of Virginia, and Section 12VAC5-590-370 A 1 of the Virginia *Waterworks Regulations* ("Regulations") for failing to collect any of the required bacteriological samples during the August 2026 monitoring period. The Regulations characterize this alleged violation as a Tier 3 violation.

Section 12VAC5-590-370 A 1 states, in part, "The owner shall collect total coliform samples at specific sites and according to a schedule that is representative of water quality throughout the distribution system, which shall be documented in a written [bacteriological sample siting plan]. The [bacteriological sample siting plan] shall be established or approved by the [Virginia Department of Health]...."

Required Actions

In accordance with Section 12VAC5-590-540 of the Regulations, you are required to issue a Tier 3 public notice ("Notice") to the consumers in the area served by the waterworks in accordance with the public notification requirements described below:

VDH VIRGINIA
DEPARTMENT
OF HEALTH
Protecting You and Your Environment
WWW.VDH.VIRGINIA.GOV

Public Notice: The Notice requires you to notify consumers in the area served within 12 months of learning of the violation. This Notice must be handled as follows:

- You must distribute the Notice no later than **September 21, 2027**.
- The Notice must be mailed or directly delivered to each customer receiving a bill, and to other service connections served by your waterworks.
- If your waterworks serves consumers who do not pay water bills, or who do not have service connection addresses (apartment dwellers, university students, or nursing home patients, for example), you must also use other delivery methods to provide the Notice to these consumers as well. Examples of other methods include, but are not limited to, publication in local newspapers, delivery of multiple copies to apartment buildings, or posting the Notice in public places served by the waterworks.
- Until the violation is resolved, you must give a copy of the Notice to all new billing units or new customers, before or at the time service begins.
- You must repeat distribution of the Notice annually for as long as the violation persists.

Draft Notice: Attached is a draft Notice for you to distribute as directed above. You may use this Notice as is, or modify it to better meet your situation, as long as the information is accurate and it contains all of the required elements and mandated language. If you decide to change the Notice, we suggest that you contact this Office to verify that your proposed changes meet the requirements of the Regulations. Please insert the name, address, and phone number of a waterworks representative in the spaces provided on the draft Notice.

Public Notice Confirmation: Within ten (10) days of completing the public notification, but no later than **October 1, 2027**, you must provide this Office with a copy of the Notice that you distributed, along with a signed certification that the distribution was completed in the required time and manner. Failure to distribute the Notice and submit a signed certification form to this Office may be a further violation of the Regulations. A certification form is enclosed for your use.

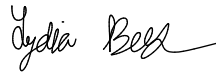
Follow-Up Actions: The waterworks should collect a routine bacteriological sample for the September 2026 monitoring period.

Requesting an Administrative Proceeding: If you disagree with the allegations in this notice or wish to obtain a determination as to whether a violation has occurred, you may request an informal conference in accordance with Va. Code § 2.2-4019 and 12VAC5-590-115 of the Regulations. To request an informal conference, please contact the ODW Director of Compliance, Enforcement and Policy by telephone or email at 804-629-0989 or Grant.Kronenberg@vdh.virginia.gov.

Enforcement Authority: Failure to take all the necessary corrective actions in a timely manner to voluntarily return your waterworks to compliance may result in enforcement action. Enforcement actions include permit revocation, administrative orders, and civil or criminal proceedings, and civil charges or penalties of up to \$5,000 per day for each violation. Va. Code §§ 32.1-26, 32.1-27, 32.1-175.01 and 32.1-176.

If you have any questions or concerns regarding this matter, please contact me a (804) 910-6111 or email at Lydia.belser@vdh.virginia.gov.

Sincerely,



Lydia Belser, Envi. Spec. Sr.
Richmond Field Office

LB:lt

Enclosures:

1. Draft Tier 3 Public Notice
2. Certification Form

cc: Louisa County Health Department-attn: Environmental Health Manager
(LouisaEH@vdh.virginia.gov)

County Administrator- Christian Goodwin (cgoodwin@louisa.org)

Mike Vallerie, Owner (mike@pleasantslanding.com; mike@vallerieservice.com)

Jennifer Armstrong, Vallerie Holdings LLC (jennifer@pleasantslanding.com)

Manny Sosa, Manager of El Gran Patron (rsosa26@gmail.com; elpatronfamilyllc@gmail.com)

**NOTICE TO CONSUMERS
of the Pleasant's Landing WATERWORKS**

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Major Routine Monitoring Failure under RTCR

Our water system recently failed to comply with the requirement to collect bacteriological samples in accordance with our approved bacteriological sample siting plan (BSSP). Although this situation does not require that you take immediate action, as our customers, you have a right to know what happened, what you should do, and what we did (are doing) to correct this situation.

We are required to monitor your drinking water for specific contaminants on a regular basis. Results of regular monitoring are an indicator of whether or not our drinking water meets health standards. During August 2026, we did not collect any of the required samples, and therefore we cannot be sure of the quality of your drinking water during that time.

What should I do?

There is nothing you need to do at this time. You may continue to drink the water. If a situation arises where the water is no longer safe to drink, you will be notified within 24 hours.

What is being done?

We are working on collecting the required routine bacteriological sample for September 2026.

For more information, please contact Mike Vallerie at 443-790-4075 or 394 Pleasants Landing Rd, Bumpass VA, 23024.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by Pleasant's Landing. State Water System ID#: 2109635.
Date distributed: _____.

SUBJECT: Louisa County
Waterworks: Pleasant's Landing
PWSID No: 2109635

VIOLATION: Major Routine Monitoring Failure under RTCR – (August 2026)

PUBLIC NOTIFICATION CERTIFICATION REPORT FORM
(Non-Community Waterworks)

By direct (hand) delivery on _____ *(date)* at _____ a.m./p.m.

Posted on _____ *(date)* at _____ a.m./p.m.

At the following locations _____

Provided to the following broadcast media *(list: television/radio/website/social media)* on

_____ *(date)* at _____ a.m./p.m.

_____ *(date)* at _____ a.m./p.m.

_____ *(date)* at _____ a.m./p.m.

Other approved method _____ *(method and date)*

New billing customers will be notified of any ongoing violation for which notice has previously been issued.

I hereby certify that the attached public notice was distributed as indicated above and that the notice meets all content requirements.

(Printed Name)

(Signature)

RETURN FORM WITH COPY OF NOTICE TO:

Email: **ODWfieldoffice4@vdh.virginia.gov**



COMMONWEALTH of VIRGINIA

B. Cameron Webb, MD, JD
State Health Commissioner

Department of Health
P O BOX 2448
RICHMOND, VA 23218

TTY 7-1-1 OR
1-800-828-1120

September 28, 2026

Via Electronic Mail: mlynn@ses-company.com

SES Mid Atlantic Utilities, Inc.
c/o Mr. Mike Lynn
SESMAU Jerdone Island
9251 Industrial Court, Suite 101
Manassas, VA 20109

**RE: SESMA Utilities Waterworks (Louisa County)
Public Water System Identification No. VA2109265
Termination of Consent Order**

Dear Mr. Lynn:

The State Health Commissioner, acting on behalf of the State Board of Health, entered into an Order by Consent (Order) with SES Mid Atlantic Utilities, Inc. (SESMA), which became effective on August 27, 2024, to resolve certain violations of the Public Water Supplies Law and applicable regulations at the SESMA Utilities Waterworks in Louisa County.

The Order requires that SESMA take certain specific actions to provide and maintain conditions throughout the waterworks to assure a high degree of capability and reliability, as required by 12VAC5-590-360.A of the Waterworks Regulations, and pay a required civil penalty of \$1,232.

SESMA has completed the requirements of the Order. This includes completion of action items on the approved Corrective Action Plan and Schedule by providing additional source capacity with the drilling of a second well, completing an Asset Management Plan and a Waterworks Business Operation Plan, installing remote monitoring of water tank levels and operational status of pumping equipment, and adhering to interim action requirements related to water hauling during the most critical periods. SESMA also paid the required civil penalty.

Section D.12.a. of the Order states that the State Health Commissioner or his designee may terminate the Order upon SESMA completing all the requirements of the Order.

The State Health Commissioner has delegated authority to ODW's field directors to terminate Orders by Consent pursuant to the terms of the order. Pursuant to that delegation of

Mr. Lynn
September 28, 2026
Page 2 of 2

authority, and upon my finding that SESMA has completed all the requirements of the Order, the Order is hereby terminated.

Termination of the Order does not relieve SESMA from the obligation to comply with any statute, regulation, permit condition, other order, certificate, certification, standard, or other applicable requirement.

Thank you for your cooperation in resolving this matter. If you need additional information about this letter, please contact Laura Taylor, Environmental Health Compliance Specialist, at laura.taylor1@vdh.virginia.gov.

Sincerely,



James Reynolds, P.E.
Field Direction
Richmond Field Office

cc: Grant E. Kronenberg, Director of Division of Compliance, Enforcement, and Policy, VDH-ODW Central Office; Grant.Kronenberg@vdh.virginia.gov
Athena Van Lear, Enforcement Coordinator, VDH-ODW Central Office;
Athena.VanLear@vdh.virginia.gov
Laura Taylor, Environmental Health Compliance Specialist, Richmond Field Office;
laura.taylor1@vdh.virginia.gov
Jack "Jack" McClelland, Environmental Health Manager, VDH Blue Ridge Health District; john.mcclelland@vdh.virginia.gov
Christian Goodwin, County Administrator, Louisa County; cgoodwin@louisacounty.gov

Louisa County



DATE: 9/10/2026



1 of 1

Speed Limit Study–Non-Limited Access Highways

Culpeper District Traffic Engineering

Date 9/1/2026

Route 656 – Cedar Hill Road

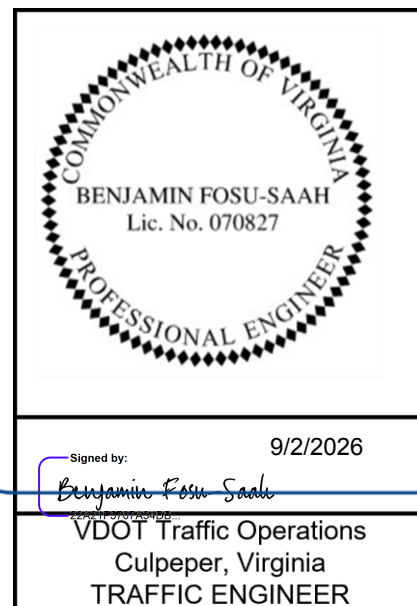
VDOT District: Culpeper

Jurisdiction(s): Louisa County

From: Rte. 618 (Fredericks Hall Rd)

To: Rte. 33 (Jefferson Highway)

Length: 5.4 miles



Study Area Map

The study area is shown in Figure 1 below in red, with the locations of the counters marked yellow.



Figure 1: Study Area Map

Functional Class: Rural Local

Existing Speed Limit on Study Roadway: Statutory 55 MPH Trucks 45MPH (Code of Virginia §46.2-870)

Origin and Nature of Request: The Culpeper District Traffic Engineering received a request from the Louisa Residency to conduct speed study on the entire length of Rte. 656 (Cedar Hill Road), from Rte. 618 (Fredericks Hall Rd) to Rte. 33 (Jefferson Highway). The study aims to confirm or revise the statutory 55MPH speed limit based on prevailing roadway environment, roadway characteristics, geographic context, crash experience, and speed distribution of free-flowing vehicles. Signs indicating the statutory limit were installed in December 2023.

Study Results and Recommendation: Speed samples were collected on Rte. 656 (Cedar Hill Road). The speed study recorded an 85th percentile speed of 48.1MPH within a segment, increasing to 52.8 MPH and 58.5 MPH in subsequent segments, indicating a distinct change in operating speeds attributable to variations in roadway geometry and prevailing conditions.

Two (2) crashes were reported over the five-year analysis period. The first was an object-in-road crash involving a southbound driver on Rte. 656 who experienced severe sun glare, resulting in significantly impaired visibility and failure to detect a large fallen tree that fully obstructed the roadway. The second crash occurred when a southbound vehicle struck a deer. Both incidents resulted in property damage only.

Based on the observed operating speeds, roadway characteristics, surrounding environment, and safety performance, the study supports lowering the existing Statutory 55MPH speed limit and establishing two posted speed zones. A 45MPH zone for the 1.65 mi segment South of Rte. 618, followed by a 50MPH zone for the next 3.75 mi segment.

Speed Data Collection and Analysis

Data Collection

Speed data was collected using the Omega X3 traffic counter device from August 19 to August 20, 2026. A visual representation of the counter placement (marked yellow) can be seen in Figure 1.

Speed Analysis

Counter # 1

Operating (85th percentile) speed: 48.1MPH
 Median (50th percentile) speed: 41.5 MPH
 Average Speed: 41.1 MPH
 Pace Speed: 35.5 – 45.4 MPH (55.8%)
 ADT: 178

Counter # 2

Operating (85th percentile) speed: 52.8 MPH
 Median (50th percentile) speed: 43.7 MPH
 Average Speed: 44.1 MPH
 Pace Speed: 41.0 – 50.29MPH (45.5%)
 ADT: 190

Counter # 3

Operating (85th percentile) speed: 58.5 MPH
 Median (50th percentile) speed: 50.9 MPH
 Average Speed: 50.5 MPH
 Pace Speed: 45.5 – 55.4MPH (48.7%)
 ADT: 251

Counter# 1 has an 85th percentile speed of 48.1MPH, while Counters # 2 and #3 increased to 52.8 MPH and 58.5 MPH, respectively. This upward progression indicates a distinct change in driver operating behavior along the corridor. The speed data show a clear separation in operating speeds between Counters # 1 and Counters #2-#3.

The observed 85th percentile speeds for the segments monitored by Counters #1 and #2 are below the statutory 55MPH while the 85th percentile for the segment with Counter #3 is 3MPH above the statutory speed limit. The 50th percentile speeds for all three counters remained well below the statutory speed limit.

Based on the observed differences between the speed data at Conter #1 and the other two Counters, the study recommends establishing two distinct speed zones along the corridor. Study recommends posting 45MPH speed zone that would correspond to the segment represented by Counter# 1, where operating speeds are in the upper-40 MPH range. The second zone is recommended to be posted 50MPH to encompass the segments represented by Counters # 2 and #3, where operating speeds increased into the mid-50 MPH range.

Other Factors for Consideration

A. Road Characteristics

Route 645 is a two-lane two-way highway with Rural Local functional classification. A field visit was conducted on August 26, 2026, to assess existing roadway environment and roadway characteristics. The traveled way width ranges from approximately 15.4ft to 19.0ft varying throughout the segment without forming a clear transition zone.

Within the segment with Counter #1, the average traveled-way width was 16.7 ft, while the remaining segment exhibited a slightly higher average width of 17.2 ft.

Horizontal and vertical curves occur throughout Rte. 656, with the alignment alternating between curves and straight segments along most of the corridor. However, the approximately 2.5-mile section north of Route 33 is relatively uniform straight alignment with minimal horizontal curves compared to the remainder of the roadway. A bridge is located 0.63mi South of Rte. 618. The roadway currently has Stop signs, Stop Ahead, Speed limit, School Bus Stop Ahead, Curve warning, Advisory speed plaque signs posted. The entire study segment is unmarked and without shoulders.

B. Roadside development and environment:

The surrounding areas along Rte. 656 consist primarily of **large agricultural areas**, forming a continuous rural landscape dominated by farmland and pasture. Parcels adjoining the roadway are generally zoned **A1 or A2 Agricultural**.

The intersection/driveway density along the study roadway is 15 access points per mile (mostly private driveways and farm entrances). The ADT is 251 vpd.

C. Crash Analysis

Crash Records are for the period: From: 1/1/2020 To: 12/31/2025.

NOTE: Crash records are from VDOT's Roadway Network System (RNS) crash module based on the Department of Motor Vehicle's official record of reportable crashes (those involving an injury or fatality or property damage exceeding \$1,500). Due to the time required to process and code reported crashes data for the most recent 1-2 months (or more) may not be available.

For the study segment there were:

2 Crashes

0 Injury

0 Fatality

53.7 Crash Rate

0 Injury Rate

0 Fatality Rate

per 100 million VMT

per 100 million VMT

per 100 million VMT

According to VDOT's "Crash Summary Book", the 2025 Districtwide Average Rates for Rural Local:

Crash Rate was 162.37

Injury Rate is 83.08

Fatality Rate is 0.34

per 100 million VMT

per 100 million VMT

per 100 million VMT

Rte. 656 has a five-year crash, injury and fatality rates below the Districtwide Rate for Rural Local system. The crash rate in this section is 67% lower than the average of similar sections. The rate of Injury and Fatal crashes for this segment is 100% lower than the average rate of similar sections.

D. Additional comments:

Certificate Of Completion

Envelope Id: 4834ED39-2A14-8222-8220-FDF6E8DCED5F

Status: Completed

Subject: Rte 656 Cedar Hill Rd - Speed Limit Study -Signed & Sealed.pdf

Source Envelope:

Document Pages: 4

Signatures: 1

Envelope Originator:

Certificate Pages: 2

Initials: 0

Benjamin Fosu-Saah

AutoNav: Enabled

Stamps: 1

1221 East Broad Street

Envelopeld Stamping: Enabled

Richmond, VA 23219

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

benjamin.fosu-saah@vdot.virginia.gov

IP Address: 131.229.218.10

Record Tracking

Status: Original

Holder: Benjamin Fosu-Saah

Location: DocuSign

9/2/2026 8:39:30 AM

benjamin.fosu-saah@vdot.virginia.gov

Security Appliance Status: Connected

Pool: StateLocal

Signer Events

Benjamin Fosu-Saah

benjamin.fosu-saah@vdot.virginia.gov

Virginia Department of Transportation

Security Level: Email, Account Authentication (None), Digital Certificate

Signature Provider Details:

Signature Type: DS Email (Client ID: 5cdd2566-cd0e-4f6f-8921-5c73afd124b1)

Issuer: DocuSign Cloud Signing CA-US-Email

Subject: CN=Benjamin Fosu-Saah

Signature

Signed by:

Benjamin Fosu-Saah

22A21F5707A34DB...



Timestamp

Sent: 9/2/2026 8:44:44 AM

Viewed: 9/2/2026 8:44:57 AM

Signed: 9/2/2026 8:47:59 AM

Signature Adoption: Pre-selected Style

Using IP Address: 131.229.218.10

Certificate policy:

[1]Certificate Policy:

Policy Identifier=1.3.6.1.4.1.42482.2.1.1.4

[1,1]Policy Qualifier Info:

Policy Qualifier Id=CPS

Qualifier:

<https://www.docusign.com/trust/compliance/public-certificates>

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/2/2026 8:44:44 AM
Certified Delivered	Security Checked	9/2/2026 8:44:57 AM
Signing Complete	Security Checked	9/2/2026 8:47:59 AM
Completed	Security Checked	9/2/2026 8:47:59 AM
Payment Events	Status	Timestamps

**BOARD OF SUPERVISORS
COUNTY OF LOUISA
RESOLUTION**

At a regular meeting of the Board of Supervisors of the County of Louisa held in the Louisa County Public Meeting Room at 5:00 PM on the 5th day of October 2026, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

RESULT:	
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None

**A RESOLUTION TO APPROVE SEP2026-01 GREEN SPRINGS HOLDING LLC,
APPLICANT/OWNER; SCOTT KANE, AGENT - SPECIAL EXCEPTION REQUEST**

WHEREAS, Green Springs Holding LLC, Applicant/Owner; Scott Kane, Agent request a Special Exception, in accordance with Sec. 86-68, from the Board of Supervisors to allow for a twenty-foot setback where a thirty-foot setback is required from the edge of an access easement pursuant to Sec. 86-116 (g) and (e); and

WHEREAS, the property is located on New Bridge Road (Route 208) and is further identified as tax map parcel 17-25A, in the Mineral Election District. The 2040 Louisa Comprehensive Plan designates this area of Louisa County as Mixed Use, in the Lake Anna Growth Area; and

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of October 2026, that the Louisa County Board of Supervisors hereby approves the special exception request SEP2026-01.

A Copy, teste:

Christian R. Goodwin, Clerk
Board of Supervisors
Louisa County, Virginia



COMMUNITY DEVELOPMENT DEPARTMENT

TO: Louisa County Board of Supervisors
FROM: Staff, Community Development Department
SUBJECT: Special Exception Request – SEP01-2026
DATE: September 22, 2026

The following report was prepared by the Louisa County Department of Community Development for the purpose of providing information to the Louisa County Board of Supervisors regarding the above-referenced request. A meeting is scheduled for October 5, 2026 at 6:00 P.M. in the Louisa County Office Building, Public Meeting Room.

STAFF REPORT

OWNER/APPLICANT:

Green Springs Holdings, LLC

AGENT:

Mr. Scott Kane

GENERAL INFORMATION:

TAX MAP & PARCEL	17-25A
ELECTION DISTRICT	Mineral
ACREAGE	2.019
ZONING	General Commercial C-2 (GAOD)
GROWTH AREA	Lake Anna
FUTURE LAND USE	Mixed-use
EXISTING USE	Vacant
PROPOSED USE	Storage Facility (Mini-Warehouse)
ZONING HISTORY	REZ16-2006 (Rezoning) SP2022-38 (Site Plan)

LOCATION:

The subject property is located within a commercial subdivision cul-de-sac a quarter mile northeast of the intersection of Route 208 (New Bridge Road), and Route 652 (Kentucky Springs Road).

BACKGROUND:

Upon building permit review of the proposed storage facility, it was realized that an access easement was in close proximity to Building A. Unfortunately, neither staff nor the site plan engineer identified the access easement used for adjacent parcel 17-29 during site plan

review. As Building A is not thirty (30) feet away from the edge of the access easement the applicant has requested a Special Exception.

2040 COMPREHENSIVE PLAN

The subject property is located in the Lake Anna Growth Area, designated for mixed use.

REQUEST DESCRIPTION:

The applicant has requested a Special Exception by the Board of Supervisors to allow for a ten (10) foot exception to a required thirty 30-foot setback from the edge of an access easement pursuant to Sec. 86-116 (g). The applicant has already made site preparations for the buildings, and re-engineering of the buildings would cause the property owner additional cost in order to shift Building A back 9.39 feet (Enclosure 2).

Sec. 86-116. - Setback regulations—For buildings and structures, growth area overlay districts.

(g) Access easements serving common areas, utility lots or other non-subdivision related parcels: 30 feet from the edge of the right-of-way line.

STAFF EVALUATION:

Community Development Department Staff may consider a twenty (20) percent waiver to required setbacks pursuant to Sec. 86-119 and the Code of Virginia § 15.2-2286 A. (4). However, Sec. 86-116 (h) prevents staff from granting a waiver within a growth area for a parcel designated mixed use. Additionally, the applicant needs a waiver of more than twenty (20) percent to meet the required setback.

Sec. 86-119. - Waivers and setback projections.

(a) The zoning administrator shall have the authority to grant a waiver for minor exceptions, variations or modifications to the requirements of this chapter, pursuant to Code of Virginia § 15.2-2286 A.(4), and any other specifications that may be provided for elsewhere in this chapter. A minor variation shall be considered a variation of not more than 20 percent from the physical requirements on a lot or parcel of land, or water body, including but not limited to size, height, location or features of or related to any building, structure, or improvement (examples: setbacks, height, and sign size).

Sec. 86-116. - Setback regulations—For buildings and structures, growth area overlay districts.

(h) Development within the growth area overlay districts will comply with these setback regulations, however, new or re-development projects that cannot meet these regulation may apply for a special exception, see section 86-68. Special exceptions to this section shall only be considered if development meets the intent and purpose of the growth area overlay district.

Staff has determined that if this project were not located in a growth area, the setback required for the access easement would only be ten (10) feet, eliminating the need for a Special Exception or waiver request.

Sec. 86-115. - Setback regulations for buildings and structures—Generally.

(h) Access easements serving common areas, utility lots or other non-subdivision related parcels: Ten feet from the edge of the right-of-way line.

CONCLUSION:

The applicant has requested a Special Exception by the Board of Supervisors to allow for a ten (10) foot exception to a required 30-foot setback from the edge of an access easement for a project located in the Mineral Growth Area.

Enclosures (2):

- (1) Application
- (2) REZ 2006-16

Reviewer: TE + DJ Case # SEP01-26
 Fee Rcv'd: _____ Rcpt # _____
 Date & Time Rcv'd: _____
 Pre-App Meeting: _____

LAND USE AMENDMENT APPLICATION

Board of Supervisors of Louisa County, Virginia

The following information shall be typed or printed and completed in full. Attach additional pages where necessary.

1. IDENTIFICATION OF REQUEST:

- A: REZONING: From _____ () to _____ ()
 B: CONDITIONAL USE: _____
 C: TEMPORARY CONDITIONAL USE: _____
 D: VARIANCE: _____
 E: PROFFER AMENDMENT: _____
 F: COMP PLAN AMENDMENT: _____
 G: COMP PLAN REVIEW FOR CONFORMANCE: _____
 H: SPECIAL EXCEPTION: to allow 9.39 feet encroachment
into current setback

2. APPLICANT, PROPERTY OWNER, AGENT

- A: NAME OF APPLICANT: Green Springs Holding LLC
 If a corporation, name of agent: SCOTT Kane
 B: MAILING ADDRESS: _____
 _____ Telephone # _____
 C: NAME OF PRESENT OWNER OF PROPERTY ON WHICH THIS REQUEST WILL OCCUR:
Same as above
 D: MAILING ADDRESS: _____
 _____ Telephone # _____

If the applicant is not the owner of the property in question, explain: _____

A copy of pending contract or option agreement shall be attached hereto and made a part of this application.

E. NAME OF PERSON TO BE NOTIFIED IN ADDITION TO THE APPLICANT AND/OR PROPERTY OWNER: Same as above

F. ADDRESS: _____
Telephone #: _____

3. **LOCATION OF PROPERTY** (Assistance will be given in obtaining the following information upon request).

A. VOTING DISTRICT Mineral B. TAX MAP # 17-25a

C. SUBDIVISION NAME _____ D. LOT/PARCEL# _____

E. PROPERTY LOCATION Rt 208 (across from Food Lion)
to end of cul-de-sac

F. IS PARCEL UNDER LAND USE TAXATION PROGRAM? _____ YES ☒ NO

4. EXPLAIN FULLY THE PROPOSED USE, TYPE OF DEVELOPMENT, OPERATION PROGRAM, ETC., AND THE **REASON OF THIS REQUEST:**

to operate a self storage lot
to allow current setback

(Attach applicable plans, renderings, elevations, photographs.)

5. STATE HOW THIS REQUEST WILL NOT BE MATERIALLY DETRIMENTAL TO ADJACENT PROPERTY, THE SURROUNDING NEIGHBORHOOD OR THE COUNTY IN GENERAL. INCLUDE, WHERE APPLICABLE, INFORMATION CONCERNING: USE OF PUBLIC UTILITIES; EFFECT OF REQUEST ON PUBLIC SCHOOLS; EFFECT ON TRAFFIC--INCLUDE MEANS OF ACCESS TO THE NEAREST PUBLIC ROAD; EFFECT ON EXISTING AND FUTURE AREA DEVELOPMENT, ETC.

this change will Not be detrimental
to any other property owners

6. EXPLAIN ANY EXISTING USE PERMIT, SPECIAL EXCEPTION, (Prior) CONDITIONAL USE PERMIT, TEMPORARY CONDITIONAL USE PERMIT OR VARIANCE PREVIOUSLY GRANTED ON THE PARCEL IN QUESTION:

n/a

7. INDICATE THE FOLLOWING WITH RESPECT TO THE SUBJECT PARCEL:

- A. EXISTING LAND USE(S): _____
- B. EXISTING STRUCTURE(S): none
- C. EXISTING ZONING: C2
- D. ACREAGE OF REQUEST: 2
- E. UTILITIES: none other than electric
(Intended use, example: public water and/or sewer; individual well and/or septic tank; other source.)
- F. IS THIS PROJECT IN OR NEAR A PINE PLANTATION? no
- G. IS THIS PROJECT IN AN AG/FORESTAL DISTRICT? no

8. IF REQUESTING A VARIANCE, EXPLAIN THE UNIQUE PHYSICAL HARDSHIP OR EXTRAORDINARY SITUATION THAT IS THE JUSTIFICATION FOR THE VARIANCE:

9. GIVE COMPLETE NAMES AND ADDRESSES (INCLUDING ZIP CODES) OF ALL OWNERS ADJACENT, ACROSS THE ROAD OR HIGHWAY FACING THE PROPERTY AND ACROSS ANY RAILROAD RIGHT-OF-WAY, CREEK, OR RIVER FROM SUCH PROPERTY, EVEN IF SUCH PROPERTY LIES IN ANOTHER COUNTY OR TOWN. (THIS INFORMATION MUST BE OBTAINED BY THE APPLICANT).

* PROPERTY OWNER'S NAME: Dee Kid 11c
MAILING ADDRESS: _____

TAX MAP # 17-12a
SUBDIVISION NAME _____ LOT/PARCEL# _____

ACREAGE 3.5 ZONING C-2

* PROPERTY OWNER'S NAME: James Holmes
MAILING ADDRESS: _____

TAX MAP # 17-29
SUBDIVISION NAME _____ LOT/PARCEL# _____

ACREAGE 14.37 ZONING R-2

* PROPERTY OWNER'S NAME: 1613p
MAILING ADDRESS: _____

TAX MAP # 17-12B5

SUBDIVISION NAME:		LOT/PARCEL#	17256
ACREAGE	1.023	ZONING	C-2
* PROPERTY OWNER'S NAME:	Delbert Penkwin		
MAILING ADDRESS:			
		TAX MAP #	17256
SUBDIVISION NAME:		LOT/PARCEL#	
ACREAGE	/	ZONING	C-2
* PROPERTY OWNER'S NAME:			
MAILING ADDRESS:			
		TAX MAP #	
SUBDIVISION NAME:		LOT/PARCEL#	
ACREAGE		ZONING	
* PROPERTY OWNER'S NAME:			
MAILING ADDRESS:			
		TAX MAP #	
SUBDIVISION NAME:		LOT/PARCEL#	
ACREAGE		ZONING	
* PROPERTY OWNER'S NAME:			
MAILING ADDRESS:			
		TAX MAP #	
SUBDIVISION NAME:		LOT/PARCEL#	
ACREAGE		ZONING	
* PROPERTY OWNER'S NAME:			
MAILING ADDRESS:			
		TAX MAP #	
SUBDIVISION NAME:		LOT/PARCEL#	
ACREAGE		ZONING	
* PROPERTY OWNER'S NAME:			
MAILING ADDRESS:			
		TAX MAP #	
SUBDIVISION NAME:		LOT/PARCEL#	
ACREAGE		ZONING	
* PROPERTY OWNER'S NAME:			
MAILING ADDRESS:			

_____ TAX MAP # _____
 SUBDIVISION NAME: _____ LOT/PARCEL# _____
 ACREAGE _____ ZONING _____
 * PROPERTY OWNER'S NAME: _____
 MAILING ADDRESS: _____
 _____ TAX MAP # _____
 SUBDIVISION NAME: _____ LOT/PARCEL# _____
 ACREAGE _____ ZONING _____
 * PROPERTY OWNER'S NAME: _____
 MAILING ADDRESS: _____
 _____ TAX MAP # _____
 SUBDIVISION NAME: _____ LOT/PARCEL# _____
 ACREAGE _____ ZONING _____
 * PROPERTY OWNER'S NAME: _____
 MAILING ADDRESS: _____
 _____ TAX MAP # _____
 SUBDIVISION NAME: _____ LOT/PARCEL# _____
 ACREAGE _____ ZONING _____
 * PROPERTY OWNER'S NAME: _____
 MAILING ADDRESS: _____
 _____ TAX MAP # _____
 SUBDIVISION NAME: _____ LOT/PARCEL# _____
 ACREAGE _____ ZONING _____
 * PROPERTY OWNER'S NAME: _____
 MAILING ADDRESS: _____
 _____ TAX MAP # _____
 SUBDIVISION NAME: _____ LOT/PARCEL# _____
 ACREAGE _____ ZONING _____
 * PROPERTY OWNER'S NAME: _____
 MAILING ADDRESS: _____
 _____ TAX MAP # _____
 SUBDIVISION NAME: _____ LOT/PARCEL# _____
 ACREAGE _____ ZONING _____
 * PROPERTY OWNER'S NAME: _____
 MAILING ADDRESS: _____

MAILING ADDRESS: _____

TAX MAP # _____

SUBDIVISION NAME: _____ LOT/PARCEL# _____

ACREAGE _____ ZONING _____

* PROPERTY OWNER'S NAME: _____

MAILING ADDRESS: _____

TAX MAP # _____

SUBDIVISION NAME: _____ LOT/PARCEL# _____

ACREAGE _____ ZONING _____

**10. HERewith IS DEPOSITED THE FEE REQUIRED. CHECKS OR MONEY ORDERS
MADE PAYABLE TO TREASURER, COUNTY OF LOUISA.**

A. REZONING	Tiered System
B. CONDITIONAL USE PERMIT	Tiered System
C. TEMPORARY CONDITIONAL USE PERMIT	\$325.00*
Temporary Housing*	
Extension or Amendment*	
Other*	
D. VARIANCE	\$1,250.00*
E. PROFFER AMENDMENT	\$1,500.00*
F. COMP PLAN AMENDMENT	\$650.00*

*IN ADDITION TO THE STANDARD FEE, AN ADDITIONAL \$75.00 WILL BE CHARGED FOR EACH REQUEST AS A DEPOSIT ON A ZONING SIGN AND WILL BE REFUNDED UPON THE RETURN OF THE SIGN BY THE APPLICANT ONCE THE REQUEST HAS BEEN ACTED UPON.

*THERE WILL BE A \$25.00 FEE CHARGED PER ADJACENT/ADJOINING PROPERTY OWNER FOR NOTIFICATION AND ADVERTISEMENT. THERE WILL ALSO BE A RE-ADVERTISEMENT FEE EACH TIME AN APPLICATION IS DELAYED OR POSTPONED AT THE REQUEST OF THE APPLICANT OR NECESSARY DUE TO SOME FAILURE TO ACT ON THE PART OF THE APPLICANT, PLUS A \$25.00 FEE CHARGED PER ADJACENT/ADJOINING PROPERTY OWNER FOR RENOTIFICATION.

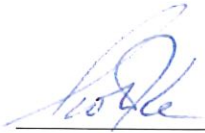
*THERE IS AN ADDITIONAL CHARGE FOR PUBLIC NOTICE ADVERTISEMENT.

11. ENCLOSED WITH THIS APPLICATION IS A SITE PLAN OR TENTATIVE PLAN.
12. ENCLOSED WITH THIS APPLICATION IS THE APPROPRIATE COUNTY TAX MAP WITH THE PROPERTY MARKED AND A SURVEYED PLAT OF THE ENTIRE PARCEL.

13. I/WE HEREBY CERTIFY THAT TO THE BEST OF MY/OUR KNOWLEDGE ALL OF THE ABOVE STATEMENTS AND THE STATEMENTS CONTAINED IN ANY EXHIBITS TRANSMITTED ARE TRUE AND THAT THE ADJACENT PROPERTY OWNERS LIST HEREWITH ARE THE OWNERS OF RECORD AS OF THE DATE OF APPLICATION.

NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. ANY REQUEST WHICH REQUIRES PLANS MUST BE ACCOMPANIED BY THOSE PLANS AT THE TIME OF SUBMISSION OF THE APPLICATION.

DATE: 8-31-26, 20 26.



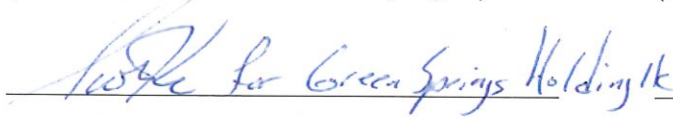
SIGNATURE OF APPLICANT

(Same Name as Used in Item 2-A, Page 1)

SCOTT Kene

APPLICANT'S NAME

(Typed or Printed)



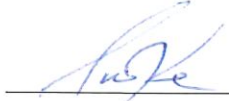
SIGNATURE OF OWNER

(Same Name as Used in Item 2-C, Page 1)

SCOTT Kene

OWNER'S NAME

(Typed or Printed)



SIGNATURE OF AGENT

(Name of Person Other Than, but Acting for the Applicant, Responsible for this Application)

SCOTT Kene

AGENT'S NAME

(Typed or Printed)

NOTICE TO TEMPORARY CONDITIONAL USE PERMIT APPLICANTS

In accordance with Section 86-91, of the Louisa County Zoning Ordinance, any Temporary Conditional Use Permit granted shall be considered canceled if the applicant does not avail himself/herself of the privilege within ninety (90) days from the date of issuance of the Temporary Conditional Use Permit.

Louisa County Community Development Department staff provides a Public Facilities evaluation in staff reports as a result of the Board of Supervisors adoption on February 20, 2024 of a Public Facilities Appendix added to the 2040 Comprehensive Plan. Please review the Public Facilities Appendix located on the Comprehensive Plan webpage and update your application as needed to address anticipated impacts to Public Facilities as listed below. If an impact is expected, you need to provide mitigation in your application. Contact information for the organizations responsible for these public facilities is included in the list below. Please contact Chris Coon Deputy County Administrator at (540) 967-3409, if you have any questions.

The following are the public facilities that impacts must be addressed in an application

- * Fire & EMS
- * Law Enforcement
- * Parks and Recreation
- * Schools
- * Solid Waste
- * Administration

There will Not be any adverse impact on any of the agencies listed above.

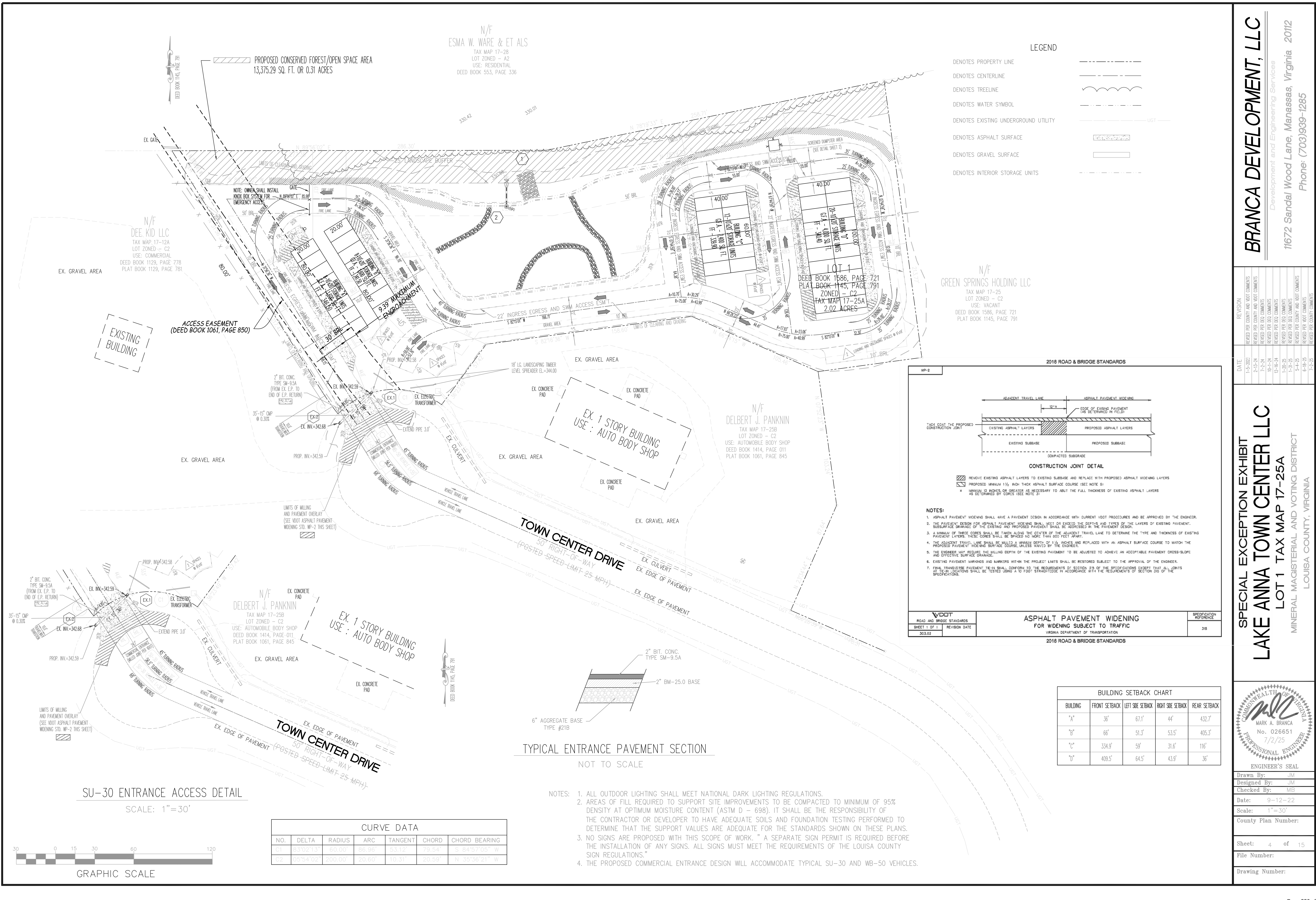
2026-2027

APPLICATION SCHEDULE LOUISA COUNTY PLANNING COMMISSION

*Due to Holiday
Pre-app: Second Friday
Filing deadline: Third Friday
N. Mtg: Second Wednesday
PC Mtg: Second Thursday

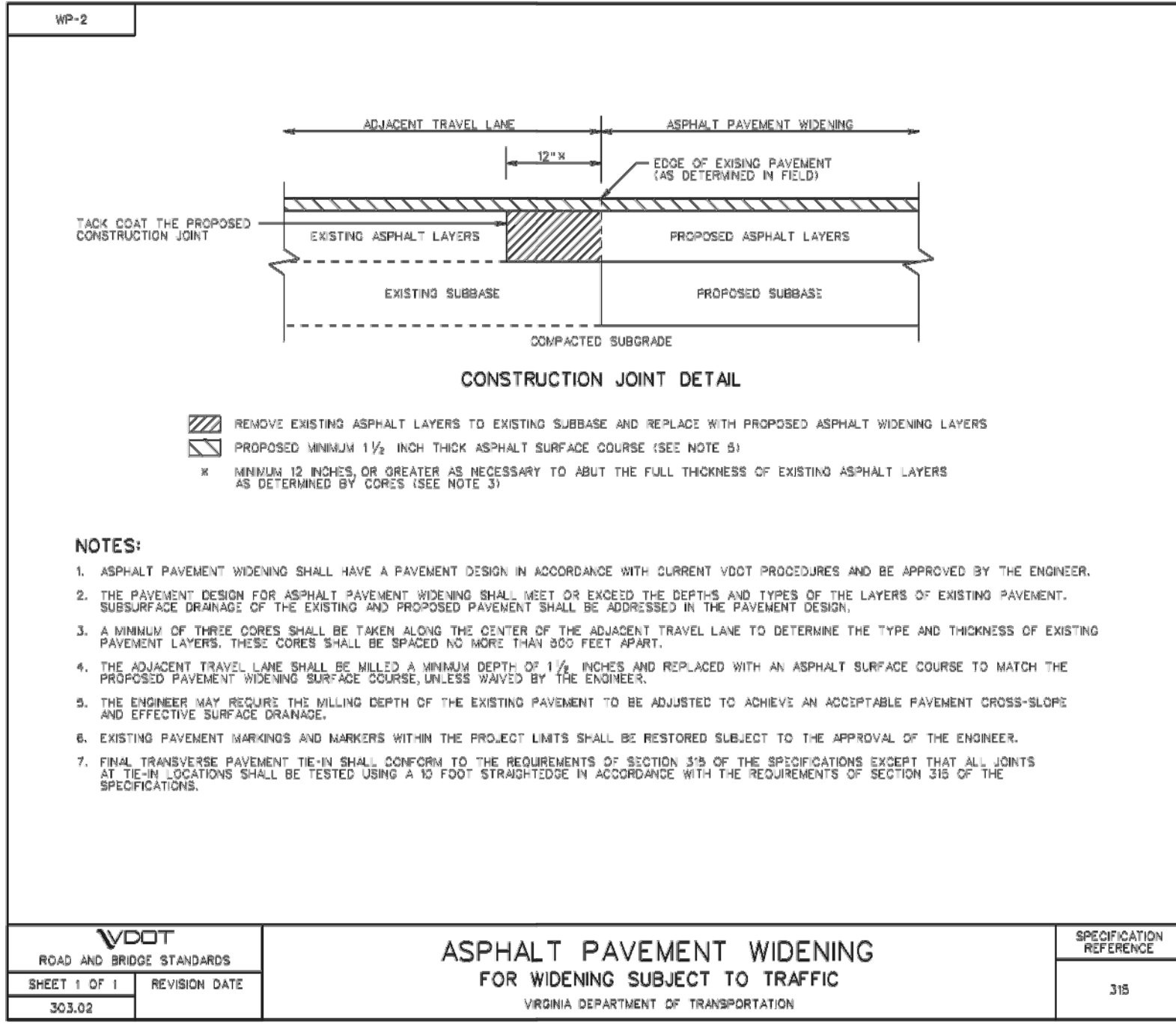
Preapplication Date	Filing Deadline	Neighborhood Meeting Date	Revisions Deadline	Ad to Paper	The Central Virginian Ad Dates	Planning Commission Meeting Date
December 12, 2025	December 19, 2025	January 14	January 21	January 21	January 29 February 5	February 12, 2026
January 9	January 16	February 11	February 18	February 18	February 26 March 5	March 12, 2026
February 13	February 20	March 11	March 18	March 18	March 26 April 2	April 9, 2026
March 13	March 20	April 8	April 15	April 22	April 30 May 7	May 14, 2026
April 10	April 17	May 13	May 20	May 20	May 28 June 4	June 11, 2026
May 8	May 15	June 10	June 17	June 17	June 25 July 2	July 9, 2026
June 12	June 19	July 8	July 15	July 22	July 30 August 6	August 13, 2026
July 10	July 17	August 12	August 19	August 19	August 27 September 3	September 10, 2026
August 14	August 21	September 9	September 16	September 16	September 24 October 1	October 8, 2026
September 11	September 18	October 14	October 21	October 21	October 29 November 5	November 12, 2026
October 9	October 16	November 11	November 18	November 18	*November 26 December 3	December 10, 2026
November 13	November 20	December 9	December 16	December 21	December 31 January 7	January 14, 2027
December 11	December 18	January 13	January 20	January 20	January 28 February 4	February 11, 2027

A scheduled meeting is required before submitting an application.



LEGEND

DENOTES PROPERTY LINE	
DENOTES CENTERLINE	
DENOTES TREELINE	
DENOTES WATER SYMBOL	
DENOTES EXISTING UNDERGROUND UTILITY	
DENOTES ASPHALT SURFACE	
DENOTES GRAVEL SURFACE	
DENOTES INTERIOR STORAGE UNITS	



BUILDING SETBACK CHART

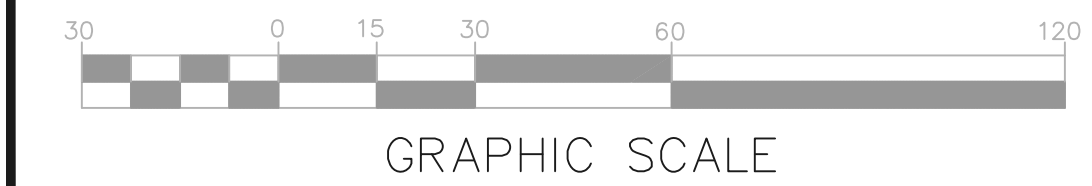
BUILDING	FRONT SETBACK	LEFT SIDE SETBACK	RIGHT SIDE SETBACK	REAR SETBACK
"A"	36'	67.1'	44'	432.7'
"B"	66'	51.3'	53.5'	405.3'
"C"	334.9'	59'	31.6'	116'
"D"	409.5'	64.5'	43.9'	36'



- NOTES:
- ALL OUTDOOR LIGHTING SHALL MEET NATIONAL DARK LIGHTING REGULATIONS.
 - AREAS OF FILL REQUIRED TO SUPPORT SITE IMPROVEMENTS TO BE COMPACTED TO MINIMUM OF 95% DENSITY AT OPTIMUM MOISTURE CONTENT (ASTM D - 698). IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR OR DEVELOPER TO HAVE ADEQUATE SOILS AND FOUNDATION TESTING PERFORMED TO DETERMINE THAT THE SUPPORT VALUES ARE ADEQUATE FOR THE STANDARDS SHOWN ON THESE PLANS.
 - NO SIGNS ARE PROPOSED WITH THIS SCOPE OF WORK. A SEPARATE SIGN PERMIT IS REQUIRED BEFORE THE INSTALLATION OF ANY SIGNS. ALL SIGNS MUST MEET THE REQUIREMENTS OF THE LOUISA COUNTY SIGN REGULATIONS.
 - THE PROPOSED COMMERCIAL ENTRANCE DESIGN WILL ACCOMMODATE TYPICAL SU-30 AND WB-50 VEHICLES.

CURVE DATA

NO.	DELTA	RADIUS	ARC	TANGENT	CHORD	CHORD BEARING
C1	83°02'13"	60.00'	86.96'	53.12'	79.54'	S 84°57'05" W
C2	65°54'02"	100.00'	20.60'	10.31'	20.59'	N 35°36'21" W



BRANCA DEVELOPMENT, LLC

Development and Engineering Services

11672 Sandal Wood Lane, Manassas, Virginia 20112

Phone: (703)939-1285

REVISION	DATE	REASON FOR COUNTY AND VDOT COMMENTS
1-5-2023	1-5-2023	REVISED PER COUNTY AND VDOT COMMENTS
2-13-24	2-13-24	REVISED PER COUNTY AND VDOT COMMENTS
7-2-24	7-2-24	REVISED PER COUNTY AND VDOT COMMENTS
10-1-24	10-1-24	REVISED PER COUNTY AND VDOT COMMENTS
12-16-24	12-16-24	REVISED PER COUNTY AND VDOT COMMENTS
1-26-25	1-26-25	REVISED PER COUNTY AND VDOT COMMENTS
5-4-25	5-4-25	REVISED PER COUNTY AND VDOT COMMENTS
6-18-25	6-18-25	REVISED PER COUNTY COMMENTS
7-2-25	7-2-25	REVISED PER COUNTY COMMENTS

SPECIAL EXCEPTION EXHIBIT

LAKE ANNA TOWN CENTER LLC

LOT 1 TAX MAP 17-25A

MINERAL MAGISTERIAL AND VOTING DISTRICT

LOUISA COUNTY, VIRGINIA

COMMONWEALTH OF VIRGINIA

MARK A. BRANCA

No. 026651

7/2/25

PROFESSIONAL ENGINEER

ENGINEER'S SEAL

Drawn By:	JM
Designed By:	JM
Checked By:	MB
Date:	9-12-22
Scale:	1"=30'
County Plan Number:	
Sheet:	4 of 15
File Number:	
Drawing Number:	



COUNTY OF LOUISA

REZ16-2006

16-06

Community Development

Post Office Box 160
Louisa, Virginia 23093

(540) 967-3430
FAX (540) 967-3486

December 5, 2006

FILE COPY

Eloise Rogers
P.O. Box 922
Ashland, Virginia 23005

RE: REZ16-06; Tax Map 17-25

Dear Ms. Rogers:

At a regular meeting of the Louisa County Board of Supervisors held December 4, 2006, the Board voted 7-0 to approve the request for conditional rezoning of approximately 29.263 acres from Agricultural (A-2) and Residential General (R-2) to General Commercial (C-2) with the following proffers dated November 27, 2006:

1. The following by-right permitted Commercial General (C-2) zoning uses are hereby proffered-out and excluded:
 - Recycling Center
 - Religious Assembly
 - Automobile Dealership
 - Commercial Kennel
 - Amateur Radio Tower
 - Private Cemetery
 - Group Home
 - Assisted Living Facility
 - Boarding House
2. In order to promote the attractive commercial development of the property with an emphasis on aesthetic values, the applicant will cause an Architectural Review Board (ARB) to be established whose members will consist of Mary E. Johnson, R. Jefferson Garnett, Howard S. Loudin and a licensed architect and/or landscape architect. The Architectural Review Board will proactively meet and confer with the Office of the Louisa County Community Development Center to better assure open communications and design input between the developers of the property and the public sector.

LOUISA
540-967-3430

GOOCHLAND
804-556-3732

RICHMOND
804-648-4115

CHARLOTTESVILLE
434-979-0479

GORDONSVILLE
540-832-3112

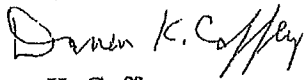
PALMYRA
434-589-3090

Rogers
December 5, 2006
Page 2

The property is located in the northeast corner of the intersection of Route 208 (New Bridge Road) and Route 670 (Oak Grove Road), and is further identified as tax map parcel 17-25, in the Mineral Magisterial and Voting Districts.

Should you have further questions or need additional information, please contact our office.

Sincerely,



Darren K. Coffey
Director of Community Development

DKC/llb

Cc: Mary Johnson
Bell Surveys, Inc.
30 Industrial Drive, Suite 1B
Louisa, Virginia 23093

The applicant hereby makes the following proffers to be attached to as a part of the Roger's rezoning request:

1. The following by-right permitted Commercial General (C2) zoning uses are hereby proffered-out and excluded:

- Recycling center
- Religious assembly
- Automobile dealership
- Commercial kennel
- Amateur radio tower
- Private cemetery
- Group home
- Assisted living facility
- Boarding house

2. In order to promote the attractive commercial development of the property with an emphasis on aesthetic values, the applicant will cause an Architectural Review Board (ARB) to be established whose members will consist of Mary E. Johnson, R. Jefferson Garnett, Howard S. Loudin and a licensed architect and/or landscape architect. The Architectural Review Board will proactively meet and confer with the Office of the Louisa County Community Development Center to better assure open communications and design input between the developers of the property and the public sector.

Witness the signature of the property owner.

Eloise N. Rogers (SEAL) 11/27/06 (Date)
Eloise N. Rogers