



## **TOWN OF CHILHOWIE**

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**Town Manager:** John E.B. Clark, Jr.  
**Clerk-Treasurer:** Marlene L. Henderson  
**Police Chief:** Stephen W. Price  
**Director-Public Works:** Jay Keen  
**Fire Chief:** C. David Haynes

July 6, 2018

To: Property Owners on Main Street in Downtown Revitalization Project Area

Dear Ladies and Gentlemen:

As you are aware the Town is in the beginnings of our long awaited Downtown Revitalization Project! I am writing you this letter to give you an update, time lines, scope of project, etc. The project is in the \$1.3 million range and involves funding from the Department of Housing and Community Development (DHCD), Department of Environmental Quality (DEQ), Virginia Department of Transportation (VDOT) and Town of Chilhowie (Town) matching funds and Owner façade program matching funding.

The Streetscape portion of the project was bid out earlier this Spring and Boring Contractors of Abingdon won the project with a bid of \$488,130. That portion of the project will entail installing approximately 5,350 feet of sidewalk, curb and gutter, installation of decorative street lights and approximately 1,200 linear feet of storm drainage including a railroad bore, and accompanying appurtenances. It will also include removal of the slab at the Old Superior Mills building and site restoration. This portion will all be DHCD funding. This contract had a Notice to Proceed issued on July 9 and Substantial Completion is 180 days from that date, on or about January 11, 2019. VDOT will doing the milling and paving on Main Street and that cost will be in the \$60,000 range and is not included in the above total. The VDOT work will be done in late 2018 or early 2019 when the sidewalk and drainage work is completed.

The Demolition part of the contract was bid out earlier this Spring and D.H. Griffin of Bristol was the low bid at \$197,430. The Notice to Proceed was issued on June 11 and the 90 day substantial completion date will be on or about September 11. Not included in this price was \$50,000 in DEQ funding that went for the environmental assessment primarily (balance of money goes to demolition) and approximately \$16,500 in DHCD funding for the slab removal and restoration mentioned in the first paragraph. The demolition project involves Town matching funding, DEQ and DHCD funding as mentioned above.

The Façade portion of the contract for Downtown Buildings will be bid out on July 29<sup>th</sup>. Bids will be opened on August 28. Work will begin in September or October for an indeterminate time but should be no later than early 2019. \$140,000 of DHCD funding is allocated. Each façade is allocated up to \$14,000 with property owners matching that amount. The total project with owner and DHCD will be up to \$280,000.

Later this year with remaining funds, assuming no unplanned events generating substantial changes in the contracts, the consolidation of eleven overhead wires on poles to two on Main Street will be completed using approximately \$87,000 in DHCD funding. This money will be allocated to CenturyLink for this task.

Hurt and Proffitt of Blacksburg is the engineer on the project with a contract of approximately \$110,000 for design and inspection services. Mt. Rogers Planning Commission in Marion is the grant administrator for the project and has a contract of approximately \$67,000. All this money is from DHCD. The Town signed a contract with DHCD on April 27, 2017 with a two year timetable for completion ending April 27, 2019. We anticipate having the project completed in early 2019 well within the time line barring no unforeseen circumstances.

While business disturbances will occur they will be kept to a minimum to the best of our ability. Please notify your renters, when applicable, of these timelines and scopes.

We look forward to working with you to complete this project to benefit our Downtown and Town of Chilhowie! This Downtown Revitalization Project has been in the works for approximately seven year after being spearheaded by many community minded and far sighted individuals including you. We are very excited to finally get to its beginning! Please contact me if you have questions. Thank you for your cooperation.

Sincerely,



John E. B. Clark, Jr.  
Town Manager

Cc: Mayor and Town Council  
Downtown Management Committee  
Angela Wolfe, Mt. Rogers PDC  
Dennis Amos, Hurt and Proffitt