

Resolution No. R-01-2024
Adopted: January 10, 2024

A Resolution of the Mayor and Council of the Town of Kensington Authorizing a Contract Agreement with AB Consultants, Inc., to conduct a Storm Drain Survey to identify the location of inlets and invert elevations within the C-line storm drain network, specific to the scope of work identified within EXHIBIT A.

WHEREAS, pursuant to Chapter II, "Government and Administration", Article 4, "Purchasing and Contracts", Section 2-405, "Professional Services Contracts", the Council may decide by an extra-majority vote (defined as one more than a majority of those present and voting) to authorize the Town Manager to enter into negotiated procurement for professional services rather than advertise; and

WHEREAS, the Town requested a proposal from AB Consultants, Inc., to conduct a Storm Drain Survey to identify the location of inlets and invert elevations within the C-line storm drain network, specific to the scope of work identified within EXHIBIT A; and

WHEREAS, AB Consultants provided a Contract proposal (EXHIBIT A) to the Town for surveying services within the scope of work area; and

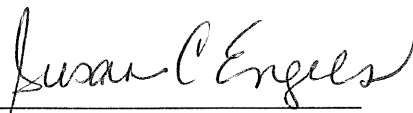
WHEREAS, the Mayor and Council have determined that it is in the public interest to authorize the Town Manager to accept the proposal from AB Consultants, Inc., with a contract price of \$13,798.25, on the terms and conditions as set out in the Consultant Agreement as approved by the Town Attorney.

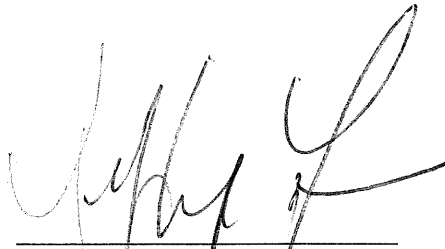
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Kensington, Maryland, that the Town Manager be and is hereby authorized to enter into a Contract Agreement in substantially the form attached, with a contract price not to exceed \$15,000.00, with AB Consultants, Inc.

Adopted by the Town Council this 10th day of January, 2024.

Effective this 10th day of January, 2024.

ATTEST: TOWN OF KENSINGTON, MARYLAND

By: 
Susan C. Engels, Clerk – Treasurer


Tracey C. Furman, Mayor



AB CONSULTANTS, INC.
9450 Annapolis Road
Lanham, Maryland 20706

Ph: (301) 306-3091
Fax: (301) 306-3092
www.abconsultantsinc.com

Engineers

Planners

Surveyors

Support Services

January 8, 2024

Mr. Matthew J. Hoffman
Town Manager
Town of Kensington, Maryland
3710 Mitchell Street
Kensington, Maryland 20895

EXHIBIT A

Ref: Town of Kensington, Maryland
Calvert Place and Washington Street Storm Drain Survey
AB #2024013-00

Dear Mr. Hoffman:

AB Consultants, Inc. (AB) is pleased to submit our fee proposal to provide surveying services for the referenced project, which consist of obtaining the top and invert elevations for thirty-one (31) storm drainage structures in Kensington, Maryland within the areas shown in green on the attached map. Please note that this fee proposal is valid for 90 days from the date of the proposal. We reserve the right to adjust our prices if the time duration from the date of this proposal to Notice to Proceed exceeds 90 days. Our scope of services is as follows:

SURVEYING SERVICES

1. STORM DRAIN SURVEY

- a) Establish horizontal and vertical project controls in NAD 83/2011 & NAVD 88 datum using RTK GPS Observations combined with our VRS Network Service. NGS points will be used to validate our work.
- b) Field locate up to thirty-one (31) utility inverts for storm drain structures only within the project limits outlined in green on the attached maps, including one structure beyond. Top of structure and their inverts will be obtained. Inverts may not be obtainable for structures that are welded, rusted, bolted or sealed shut, paved over or covered with materials or vehicles, filled with debris or water, requires MOT or an OSHA Confined Space Entry, elevated above grade, or offset inside the structure where the invert is not accessible.
- c) Prepare a topographic CADD file with one-foot contour intervals in MicroStation format. An accurate DTM will be generated using InRoads with adequate breaklines and spot shots.

EXCLUSIONS:

All work and/or services not specifically described above are excluded. The following items may be required for this project, but are not included in our scope of services:

- Property Owner Notification Letters.
- Topographic surveys beyond storm drain location and inlets.
- Pavement markings and aerial utility lines.
- Wetland or tree delineation and/or locating.
- Any Base Plans, Plan Sheets, Structure Schedules, Legends, Profiles, Control Geometry Sheets or Cookie Diagrams, Control Narratives, or reports of any kind.
- Utility designation, locating and test holes.
- Set centerline of construction and stakeout key points with references.
- Obtain or review a Title Search, Abstract or Report.
- Field stakeout of property corners, right-of-way and/or easement limits.
- Recordation of any documents.
- Property research, property surveys, ALTA Survey or Boundary Survey according to COMAR 09.13.06.03.

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AB CONSULTANTS, INC.

NOTE: Survey activities often require cutting and/or removal of foliage and/or small trees to obtain a line of sight to perform surveys at the appropriate standard of care and accuracy. We are cognizant of working within environmentally sensitive areas (ESA) and considerate to minimize clearing. AB takes great care to remove only what is reasonably necessary to complete the survey activities. We work to meet and/or exceed what is reasonably expected to provide the industry standard level of care. AB is not responsible for any mitigation that may be mandated by others as a result of the necessary removal of foliage to complete survey work.

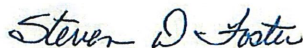
Federal Express packages, prints, mileage, per-diem, parking fees, etc., will be invoiced on a direct cost basis. If required, our fees for services not included in the above stated scope of services will be invoiced at the following rates:

Project Manager	\$200/hour	CADD Operator	\$110/hour
Project Engineer	\$175/hour	Survey Crew (3-Man)	\$240/hour
Designer	\$140/hour	Survey Crew (2-Man)	\$180/hour
Registered Surveyor	\$200/hour	Clerical	\$60/hour
Office Surveyor	\$140/hour		

The above-mentioned hourly rates are subject to 5% escalation per year from the date of the contract. We appreciate this opportunity to offer our services and are available to discuss the contents of this proposal at your convenience. Please signify your acceptance of this proposal by returning a copy signed in the space provided below.

We look forward to completing this project for the Town of Kensington. Should you have any questions regarding this proposal please feel free to contact me on my direct line at 443-729-2705 or via email at steve.foster@abconsultantsinc.com.

Sincerely,
AB CONSULTANTS, INC.



Steven D. Foster
Senior Vice President

Attachment: Exhibit "A" – Man-hour Derivation
Exhibit "B" – Fee Derivation
Exhibit "C" – Limits of Survey

CLIENT:

We hereby accept the conditions of this contract and authorize AB Consultants, Inc. to proceed in accordance with the outlined proposal.

Authorized Signature

Date

Type/Print Name & Title

M:\EO\2024\2024013-00 Calvert Place and Washington Street Survey of Existing Storm Drain System\4-Proposal\2024013-00 Proposal.doc

Project Name: Calvert Pl. & Washington St.
 Contract # N/A
 Task # N/A
 AB#: 2024013-00
 Date: 1/8/2024

T12

T11

T08

T07

T01

MAN-HOUR DERIVATION

Activity Code	TASK DESCRIPTION	DETAILED SCOPE	Project Manager	Registered Surveyor (Prof. L.S.)	Office Surveyor (Land Surveyor)	Party Chief	Instrumentman	TOTAL
	SURVEYING			7	17	46	46	116
400	Research & Recover Controls				1	4	4	9
		NGS Stations			1	4	4	9
401	Horizontal Traverse				1	8	8	17
		Onsite Traverse			1	8	8	17
402	Differential Levels				1	4	4	9
		Onsite Traverse			1	4	4	9
404	RTK GPS				1	2	2	5
		One Pair Onsite			1	2	2	5
405	Field Sketches & References				1	4	4	9
		Onsite Traverse			1	4	4	9
407	Topographic Survey			1	1	8	8	18
		Top of 31 Structures		1	1	8	8	18
412	Utility Inverts & Location			1	2	16	16	35
		Up to 31 Structures		1	2	16	16	35
420	Process RAW Files			1	5			6
		RAW Files		1	5			6
422	Base / Survey Plan				4			4
		Electronic CADD File			4			4
498	QC Reviews			4				4
		QC		4				4
	CIVIL		4					4
992	Coordination & Management		4					4
			4					4
	TOTAL MAN-HOURS		4	7	17	46	46	120
			3.3%	5.8%	14.2%	38.3%	38.3%	100.0%

AB CONSULTANTS, INC.

Calvert Pl. & Washington St.

AB#: 2024013-00

FEE DERIVATION

CLASSIFICATION	MAN-HOUR / QTY	RATE	COST
Project Manager	4	\$210.74	\$842.97
Registered Surveyor (Prof. L.S.)	7	\$204.72	\$1,433.05
Office Surveyor (Land Surveyor)	17	\$148.27	\$2,520.63
Party Chief	46	\$109.53	\$5,038.20
Instrumentman	46	\$78.88	\$3,628.39
TOTAL DIRECT LABOR:	120		\$13,463.25
MILEAGE	500	\$0.670	\$335.00
TOTAL FEE =			\$13,798.25