**Resolution No. R-03-2024**
**Adopted: March 20, 2024**

A Resolution of the Mayor and Council of the Town of Kensington Authorizing a Contract Agreement with Brudis & Associates, Inc., to provide Engineering and Support Services for a Storm Drain Study within the area of the 3500 and 3600 blocks of Farragut Avenue.

**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 Brudis & Associates, Inc., to conduct a Storm Drain Study and provide Engineering Support Services with regards to proposed storm drain improvements along the 3500 and 3600 blocks of Farragut Avenue; and

**WHEREAS,** Brudis & Associates provided a Contract proposal (EXHIBIT A) to the Town for Engineering and Support Services for a Storm Drain Study; 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 Brudis & Associates, Inc., with a contract price of $57,237.50.

**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 $60,000.00, with Brudis & Associates, Inc.

**Adopted** by the Town Council this 20th day of March, 2024.

**Effective** this 20th day of March, 2024.

**ATTEST:** **TOWN OF KENSINGTON, MARYLAND**

By: Susan C Engels
Susan C. Engels, Clerk – Treasurer

Tracey C. Furman, Mayor

BRUDIS & ASSOCIATES, INC.

**Consulting Engineers**
MARYLAND • DISTRICT OF COLUMBIA • VIRGINIA • DELAWARE

EXHIBIT A

February 21, 2024

Town of Kensington
ATTN: Matt Hoffman, Town Manager
Department of Public Works
3710 Mitchell Street
Kensington, MD 20895

RE: Proposal for Farragut Avenue Drainage Design Services

Dear Mr. Hoffman:

Pursuant to your request, Brudis & Associates, Inc. (BAI) is pleased to submit our proposal to provide engineering services for storm drain Drainage Design Services for Farragut Avenue.

The attached scope of services (Attachment A) details the specific tasks to be performed for this project, as well as the estimated manhours and design fee of **$57,237.50** for detail drainage design services. (Attachment B).

BAI offers the necessary experience and resources to complete this assignment. Should you have any questions or require any additional information, please do not hesitate to contact me at 443-946-6806 or mbastakoti@brudis.com.

Very Truly Yours,
BRUDIS & ASSOCIATES, INC.

Mahendra Raj Bastakoti, P.E.
Deputy Director, Water resources

*P:\23-011 Kensington Storm Drain System Support Services\Correspondence\Proposals\Drafts\EWO #3 Farragut Ave*

11000 Broken Land Pwky; Suite 450 • Columbia, Maryland 21044 • 410-884-3607 • Fax 410-884-3609
*http://www.brudis.com*

*Mr. Matt Hoffman, Town Manager*
*Town of Kensington*
*Project Name: Farragut Avenue Drainage Design*

**ATTACHMENT A**
**Scope of Work**

**Project Background**
The Town of Kensington has requested for Drainage Analysis and design Support services for a stretch of Farragut Avenue from Lexington Street to St. Paul Street. The properties along this section of Farragut Avenue have been experiencing flooding issues during the recent rainfall events. According to the video data provided by the Town and discussion held during the site visit the ponding appears to be the effect of the inadequate drainage system along Farragut Avenue. The water travels towards east from a high point approximately 200' west of the intersection of Farragut Avenue and Lexington Street. In the existing conditions there are no other storm drain inlets along the Farragut Avenue between Lexington Street and St. Paul Street except the two curb inlets approximately 150' west of intersection of Farragut Ave and St. Paul Street. According to the Town and the homeowners, during heavy storms, the runoff along the Farragut Ave overflows the driveway and spills into the yards of the houses adjacent to the street. The homes on both sides of Farragut Avenue have experienced water ponding in their back yards.

**Project goals and Understanding**
The goal of this project is to investigate the cause of the drainage issue along Farragut Avenue from Lexington Street to St. Paul Street and identify potential solutions to mitigate it. A preliminary solution identified by the town is to install four (4) curb opening inlets east of Lexington Ave along Farragut Avenue to intercept the runoff along the gutter pan before it flows into the front yard of the adjacent properties. It is understood that for the conveyance, storm drain pipes will be proposed along the center of Farragut Avenue. There are existing subsurface utilities such as water, sewer, and gas lines along this section of the road. Relocation of some of these utilities may be necessary to construct a new storm drain pipeline. BAI will prepare a storm drain design that will have a minimal impact on the existing utilities. Once such layout has been finalized, locations of conflict with the existing utilities will be identified and test pits for those locations will be requested. It may be necessary to install storm drain inlets and pipes in the private properties and connect them to the new public storm drain system along Farragut Ave to resolve issues regarding the accumulation of the storm water in the backyard of the properties. BAI will conduct drainage study and will identify best location for such inlets and storm drain systems and will inform the town for coordination with the homeowners. It is assumed that the future maintenance of these storm drain systems in the private properties will be carried out through a maintenance agreement with the property owners and a storm drainage easement will not be required.

Based on this background information, goal and understanding of the project and subsequent coordination with the Town of Kensington, this scope assumes the following conditions:

**Task 1 – Concept Design:**
BAI will perform the following task for Task 1:

a) BAI will download available GIS topographic information including the Town's available storm drain information. If needed, BAI will supplement GIS data by digitizing approximate limits of private facilities (driveways, planters, play equipment, fences etc.) based on aerial information and site investigation to ensure there's no impact to these features.
b) BAI will prepare a drainage area map for the existing condition and will perform a site visit to verify the drainage area delineation of the existing storm drain system.

c) BAI will perform the necessary check of the existing drainage pattern at the existing inlets within the project limit. It may be necessary access the private lots to assess the existing drainage patterns, BAI will inform the Town of Kensington in advance if such access is needed.
d) Once the drainage pattern is established, BAI will prepare conceptual layout of the proposed improvements to address the current issues. The improvement may involve localized grading, creation of drainage swales, installation of new inlets, manholes and storm drain pipes. If needed, BAI will propose inlets storm drains along the private properties to covey the runoff to the public system along Farragut Ave.
e) BAI will perform storm drain calculation for the conceptual layout. During this step, BAI will check the spread at the newly proposed inlets and will conduct a concept level storm drain computation. The storm drain design will be done for a 10-year storm unless otherwise stated in the design. BAI will prepare concept level drainage design report which will include the project understanding, goals, methodology and the hydraulic computations. No hydraulic grade line computation will be provided at this stage.
f) BAI will submit concept level storm drain design plan and the drainage report to the Town for review.
g) BAI will address any comments Town may have on the concept design. A maximum of two (2) review cycles is anticipated including the initial submission.
h) BAI will provide coordination/attend meeting (maximum 1) with other utility stakeholder within the project area during concept design.

**Task 2 – Detail Design:**
Once the concept design has been reviewed and approved by the Town, BAI will provide following under task 2 services.

a) BAI will develop a detail storm drain plan including storm drain layout, grading, profiles, structure, and pipe schedules.
b) BAI will update the drainage design report including hydraulic grade line computations.
c) BAI will develop design for the erosion and sediment control for the proposed improvements.
d) BAI will prepare cost estimate based on the final design plans.
e) BAI will submit the storm drain design, erosion and sediment control plan, cost estimate and final drainage report for the town's review and approval.
f) BAI will address any comments Town may have on the detail design. A maximum of two (2) review cycles is anticipated including the initial submission.
g) BAI will provide coordination/attend meeting (maximum 1) with other utility stakeholder within the project area during detail design stage.

**Assumptions and Exclusion**

- A survey CAD file of the existing storm drain system will be provided by the Town of Kensington.
- Subsurface utility designation, if required, shall be provided by the Town of Kensington.
- No test pit is included, if required, it shall be provided by the Town of Kensington.
- Town of Kensington will provide/coordinate any as-built drawings of the existing storm drain system that are available.
- It is assumed that upgrades to the existing downstream system is not required and are not part of this proposal.
- No floodplain analysis and HEC-RAS analysis will be required.
- No stormwater management assessment or design will be required.
- No permitting will be required, if the existing storm drain system requires permitting, a separate proposal will be provided.

- The study and the design will be limited to the existing storm drain systems within the project limits (Farragut Ave. between Lexington Street and St. Paul St.)
- Any tree removal permit.
- Any subsurface utility coordination, permitting and relocation will be done/provided by others.
- Any associated property boundary survey, easement acquisition or plat preparation is not included.
- Any items not specifically mentioned in the scope of work.

**Anticipated Schedule**

BAI will make two design submittals. The anticipated schedule will be updated and finalized once BAI receives notice to proceed.

- Notice to Proceed..... 03/14/2024
- Survey Completed..... 04/12/2024
- Concept Design..... 05/17/2024
- Detail Design.....06/28/2024
- Final Approval..... 08/02/2024

Note: The schedule anticipates 2 weeks for each review.

# MANHOUR ESTIMATE

TOWN OF KENSINGTON
**DEPARTMENT OF PUBLIC WORKS**
ESTIMATE OF HOURS
DESCRIPTION OF WORK ACTIONS
TASK NAME: **FARRAGUT AVENUE DRAINAGE DESIGN**

CONTRACT NO.
TASK NO.

| | Task | Principle / Associate | Project Manager | Highway Engineer | Structural Engineer | H&H Engineer | Technician | Total |
|---|---|---|---|---|---|---|---|---|
| 1 | **Task 1 – Concept Design** | | | | | | | |
| a | Data collection | | 2 | | | 8 | 20 | 30 |
| b | Develop DA Map and Site verification | | 6 | | | 20 | | 26 |
| c | Drainage analysis | | 4 | | | 12 | 4 | 20 |
| d | Develop concept plan | | 4 | | | 16 | 24 | 44 |
| e | Concept drainage report and computation | | 4 | | | 36 | 24 | 64 |
| f | Concept Design Submission | | 4 | | | 4 | | 8 |
| g | Address Comments | | 12 | | | 36 | 34 | 82 |
| h | Utility coordination | | 12 | | | 4 | | 16 |
| | **Total Task 1** | | **48** | | | **136** | **106** | **290** |
| | | | | | | | | |
| 2 | **Task 2 - Detail Design** | | | | | | | |
| a | Update storm drian plan, profiles, details and schedules | | | | | 12 | 32 | 44 |
| b | Update drainage report and computations | | 3 | | | 16 | 8 | 27 |
| c | Erosion and sediment control plans | | 4 | | | 24 | 32 | 60 |
| d | Cost Estimate | | 2 | | | 6 | | 8 |
| e | Detail design plans and report submission | | 4 | | | 4 | 4 | 12 |
| f | Address comments | | 10 | | | 26 | 30 | 66 |
| g | Utility coordination | | 8 | | | 4 | | 12 |
| | **Total Task 2** | | **31** | | | **92** | **106** | **229** |
| | | | | | | | | |
| | Item 1 & 2 Hours | 0 | 79 | 0 | 0 | 228 | 212 | |
| | Rate | | $ 162.50 | $ 112.50 | $ 112.50 | $ 125.00 | $ 75.00 | |
| | Item 1 & 2 Cost | $ - | $ 12,837.50 | $ - | $ - | $ 28,500.00 | $ 15,900.00 | $ 57,237.50 |
| | | | | | | | | |
| 3 | **Total** | | | | | | | |
| | Total Hours | **0** | **79** | **0** | **0** | **228** | **212** | **519** |
| | **Total Bid Price** | | **$ 12,837.50** | **$ -** | **$ -** | **$ 28,500.00** | **$ 15,900.00** | **$ 57,237.50** |