

Mayor Tracey Furman

**Council Member Darin Bartram
Council Member Nate Engle**



**Council Member Conor Crimmins
Council Member Ann Lichter**

Released: May 21, 2024

**Thursday, May 23, 2024
Special Town Council Meeting – 11:00 am**

The Town Council Meeting will be held via the Zoom Video Conferencing application only. We would like to remind residents that the chat feature should not be used to ask questions of the staff during meetings, as these questions are not seen by the Mayor and Council. If you have a question during the meeting, please use the 'Raise Hand' feature.

Please use the following Zoom Video Conferencing link:

<https://us02web.zoom.us/j/89568234781?pwd=OFRyTUJPOGZCemYySEp2VFgxNm52UT09>

Meeting ID: 895 6823 4781

Password: 270293

Or you may join the meeting by calling: +1 301 715 8592 US (Washington D.C) and entering the Meeting ID and Password above.

CALL TO ORDER

ORDINANCES, RESOLUTIONS, AND REGULATIONS

(Ordinances, resolutions, and regulations to be introduced or adopted following appropriate procedures required by the Town Code; or resolutions that may require discussion by the Mayor and Council prior to approval)

1. **Resolution No. R-10-2024** – A Resolution of the Mayor and Town Council declaring the first Friday in June to be National Gun Violence Awareness Day in the Town of Kensington to honor and remember all victims and survivors of gun violence and to declare that we as a Country must do more to reduce gun violence.
2. **Resolution No. R-11-2024** - A Resolution of the Mayor and Council of the Town of Kensington Authorizing an Addendum to the Contract Agreement with Brudis & Associates, Inc. (Resolution No. R-02-2024), to provide Engineering and Support Services for a Storm Drain Study within the area of the 10700 and 10800 blocks of St. Paul Street in the amount of \$23,550.00.
 - a. This is an addendum to the original contract (Resolution No. R-02-2024), in which the scope of the Drainage Study has expanded following the initial review of the watershed.

**Town of Kensington 3710 Mitchell Street Kensington, MD 20895
Phone 301.949.2424 Fax 301.949.4925
www.tok.md.gov**

- *Will require approval by an extra-majority vote of the Town Council (waiving advertising procedure).*

ADJOURNMENT

(The Mayor and Council may move to close the meeting and may move to reopen the meeting)

THE NEXT SCHEDULED MEETING(S) OF THE MAYOR AND TOWN COUNCIL WILL BE HELD:

June 12, 2024, 7:00 pm

Resolution No. R-10-2024

Adopted:

A Resolution of the Mayor and Town Council declaring the first Friday in June to be National Gun Violence Awareness Day in the Town of Kensington to honor and remember all victims and survivors of gun violence and to declare that we as a Country must do more to reduce gun violence.

WHEREAS, every day, more than 110 Americans are killed by gun violence, alongside more than 200 who are shot and wounded, and on average there are nearly 16,000-gun homicides every year; and

WHEREAS, Americans are 26 times more likely to die by gun homicide than people in other high-income countries; and

WHEREAS municipalities across the nation, including the Town of Kensington, are working to end the senseless gun violence with evidence-based solutions; and

WHEREAS, protecting public safety in the communities they serve is local government's highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and

WHEREAS, gun violence prevention is more important than ever as the COVID-19 pandemic has exacerbated gun violence with more than two years of increased gun sales, increased calls to suicide and domestic violence hotlines, and an increase in community gun violence;

WHEREAS, the idea of recognizing this day was inspired by a group of Hadiya's friends, who asked their classmates to commemorate her life by wearing orange and they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and

WHEREAS, by wearing orange on June 7, 2024, Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

WHEREAS, anyone can join this campaign by pledging to wear orange on June 7th, the first Friday in June in 2024, to help raise awareness about gun violence; and

WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the wrong hands and encourage responsible gun ownership to help keep our residents safe.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Kensington declares Friday, June 7, 2024, to be National Gun Violence Awareness Day.

ATTEST: TOWN OF KENSINGTON, MARYLAND

By: _____
Susan C. Engels, Clerk – Treasurer

Tracey C. Furman, Mayor

**Resolution No. R-11-2024
Adopted:**

A Resolution of the Mayor and Council of the Town of Kensington Authorizing an Addendum to the Contract Agreement with Brudis & Associates, Inc. (Resolution No. R-02-2024), to provide Engineering and Support Services for a Storm Drain Study within the area of the 10700 and 10800 blocks of St. Paul Street in the amount of \$23,550.00.

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 10700 and 10800 blocks of St. Paul Street, to include the intersection of St. Paul Street and McComas Avenue, along with the intersection of Decatur Avenue and Madison Street; and

WHEREAS, following review of the aforementioned watershed area, it has been determined that an additional analysis along the east side of St. Paul Street, to include Kensington Heights Park, will need to be included within the scope of work; and

WHEREAS, various utilities, to include a Washington Gas main line and Pepco vault, will require the proposed storm drain to be installed on the east side of St. Paul Street to intercept and safely convey the flow of water into the existing storm drain system south of the project area; 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 \$23,550.00.

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 \$25,000.00, with Brudis & Associates, Inc.

Adopted by the Town Council this 23rd day of May, 2024.

Effective this 23rd day of May, 2024.

ATTEST: TOWN OF KENSINGTON, MARYLAND

By: _____
Susan C. Engels, Clerk – Treasurer

Tracey C. Furman, Mayor



May 16, 2024

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

RE: Proposal for Storm Drain System Support Services
St. Paul Drainage EWO #4

Dear Mr. Hoffman:

Pursuant to your request, Brudis & Associates, Inc. (BAI) is pleased to submit our proposal to provide additional engineering services for storm drain Drainage Study Support Services for St. Paul Street.

The attached scope of services (Attachment A) details the specific tasks to be performed under this work order, as well as the estimated manhours and design fee of **\$23,550.00** for Storm Drain system assessment and preliminary recommendations (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 #4 St Paul Drainage Study

ATTACHMENT A **Scope of Work**

Purpose:

The purpose of this task modification is to provide our services for the following tasks listed below. These tasks are in addition to the original scope provided in our proposal for St. Paul Street dated January 24, 2024.

Project goals and Understanding

Based on the video evidence (dated 04/05/2024) provided to BAI on March 22, 2024, and our subsequent site visit on May 14, 2024, it is evident that the east side of the St. Paul Street from receives runoff from Kensington Heights Parks east of the street. Runoff generated during storm events runs along the east side of St. Paul Street taking up the driving lanes causing hazardous condition for driving. The St. Paul Street current does not have any storm drain system in place to intercept the flow hence the runoff continues down the road towards south across the intersection of St. Paul Street and McComas Avenue. The goal of this proposal is to study the drainage area contributing to the runoff at the stretch of the St. Paul Street from University Boulevard (MD-193) to McComas Avenue and propose storm drain system to intercept and safely convey the flow to the existing storm drain system south of the project area.

A storm drain system parallel to the east side of St. Paul Street will be proposed to manage the flow along that side of the street. There are various utilities such as Pepco, Washington gas and water running along St. Paul Street. Effort will be made to have the least impact on these existing utilities.

The scope for this task modification assumes the following conditions:

Task 1 – Storm Drain Study:

BAI will perform the following under Task 1:

- a) BAI will delineate the area draining to the section of the St. Paul Street from University Boulevard to McComas Avenue.
- b) BAI will perform a site visit to verify the drainage area delineation.
- c) BAI will conduct a study of the existing condition and calculate the runoff received during 10-year rainfall event and the existing spread (for 10-yr storm)
- d) Based on the calculations, BAI will propose inlets and storm drainpipes along the east side of St. Paul St. to convey the flow safely to the existing system. It is assumed that the existing storm drain system is deep enough for this to work. A survey of the existing storm drain system will be provided to BAI to determine this.
- e) A preliminary storm drain report will be provided to the town along with the conceptual design. The report will include project background, understanding means and methodologies and the drainage computations. 10-HGL computation will not be included at this stage.
- f) BAI will check the adequacy of the downstream storm drain system up to two pipes runs downstream of the point of connection. BAI will utilize available as-built information and the information available from MCDOT StormNET system for the study if applicable.
- g) BAI will address any comments Town may have on the concept design. A maximum of two (2) review cycles is anticipated for this stage.

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 storm drain computations, 10-yr HGL and will provide the report along with the plans for Town's review.
- c) BAI will provide design for the erosion and sediment control for the proposed improvements.
- d) BAI will submit the storm drain design, erosion and sediment control plan and drainage report for the town's review and approval.
- e) 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.

Assumptions and Exclusion

- It is assumed that a topographic survey of the site and the existing storm drain system will be required and the town will coordinate with the surveyors to provide BAI with the required survey.
- Town of Kensington will provide/coordinate any as-built drawings of the existing storm drain system that are available.
- BAI will perform desk study and will delineate horizontal location any existing utility available through utility company as-built database and field measurements. In case any conflict found during the detail design development, BAI will request the test pit for those utility. Town will coordinate with contractor/company to provide BAI with such data.
- No floodplain analysis and HEC-RAS analysis will be required.
- No permitting or stormwater management will be required, if the existing storm drain system requires permitting or stormwater management design, a separate proposal will be provided.
- The study will be limited to existing storm drain systems within the project limits.
- Any items not specifically mentioned in the scope of work.

Project Schedule

BAI anticipates completing task 1 in 30 days of receiving the survey data. BAI anticipates providing final design plans and documents within 45 days of concept approval.

MANHOUR ESTIMATE

TOWN OF KENSINGTON
DEPARTMENT OF PUBLIC WORKS
 ESTIMATE OF HOURS
 DESCRIPTION OF WORK ACTIONS
 TASK NAME: St. Paul Street

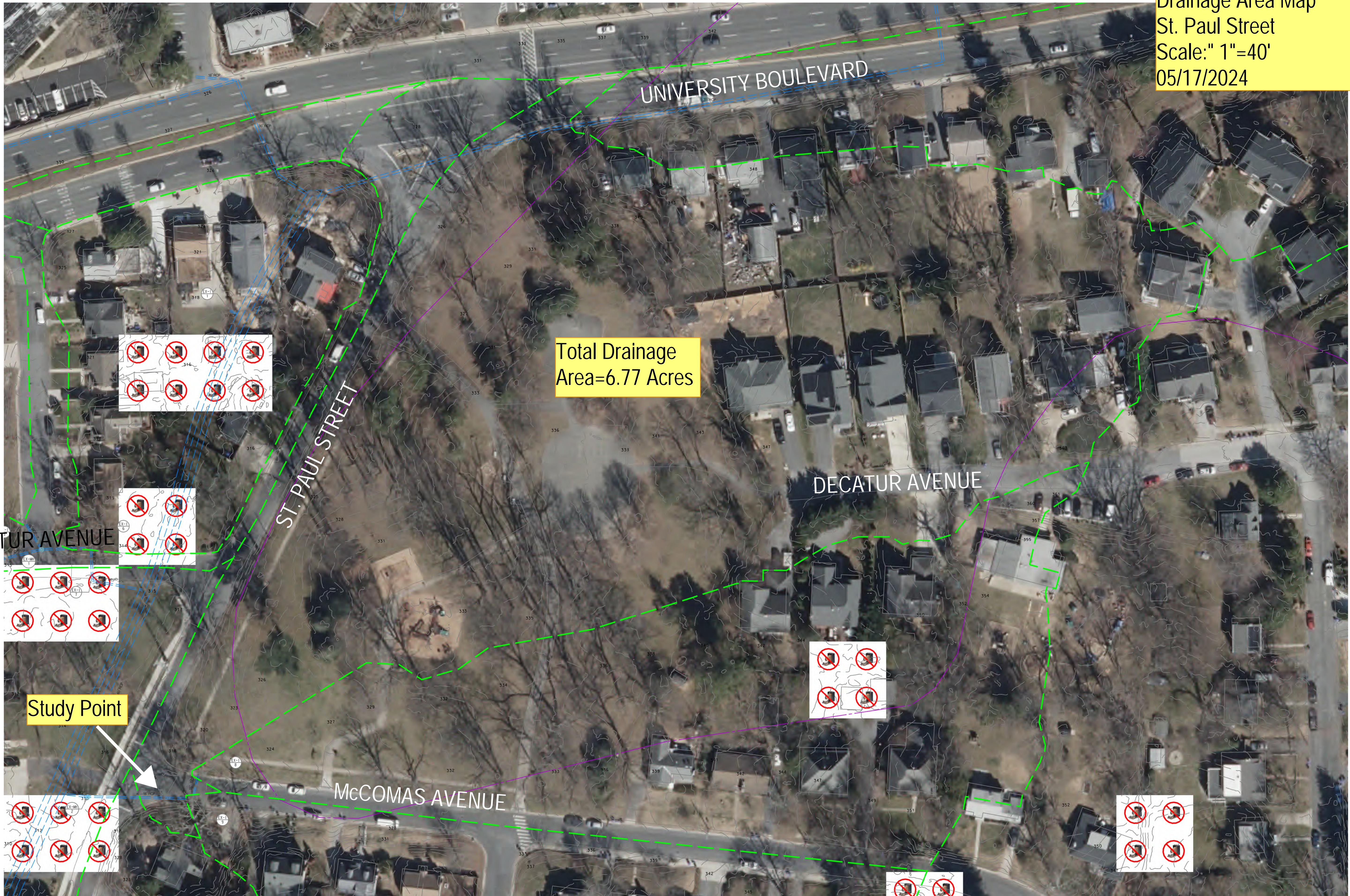
CONTRACT NO.
 TASK NO. EWO #4

ST. PAUL DRAINAGE SUPPORT SERVICES

	Task	Principle / Associate	Project Manager	Highway Engineer	Structural Engineer	H&H Engineer	Technician	Total
1	Task 1 – Preliminary Drainage Study							
a	Drainage area study		2			6	4	12
b	Site visit		1			6	0	7
c	Storm drain preliminary calculations		2			8	0	10
d	Develop concept plan		4			8	12	24
e	Preliminary drainage report		2			10	0	12
f	Downstream Analysis		4			16	4	24
g	Address Comments		4			10	16	30
	Task 1 Hours		19			64	36	119
2	Task 2 - Detail Design							
a	Detail storm drian plan, profiles, details and schedules		6			6	16	28
b	Update drainage report and computations		2			8	0	10
c	Erosion and sediment control plans		3			8	12	23
d	Detail design plans and report submission		2			2	0	4
e	Address comments		4			8	12	24
	Task 2 Hours	0	17	0	0	32	40	89
3	Total							
	Total Hours	0	36	0	0	96	76	208
	Rate		\$ 162.50	\$ 112.50	\$ 112.50	\$ 125.00	\$ 75.00	
	Total Bid Price		\$ 5,850.00	\$ -	\$ -	\$ 12,000.00	\$ 5,700.00	\$ 23,550.00



Drainage Area Map
St. Paul Street
Scale: " 1"=40'
05/17/2024



Total Drainage
Area=6.77 Acres

Study Point

DECATUR AVENUE

UNIVERSITY BOULEVARD

DECATUR AVENUE

McCOMAS AVENUE