



Abaris Realty, Inc.

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May 15, 2023

Wayne Hosking
Construction Systems Group, Inc.
whosking@csgengineer.com

**Re: Drainage and Sinkhole Remedial Design and Bidding Approval
Tanyard Springs HOA**

Dear Wayne:

The Board of Directors at the above-referenced community has voted to accept your proposal for the drainage and sinkhole remedial design and bidding, as outlined in your proposal.

Attached is the signed copy for your records. Please proceed with scheduling the work as soon as possible. Thank you.

Sincerely,

A handwritten signature in black ink that reads 'Shireen Ambush'.

Shireen Ambush, PCAM
Property Manager

CC: Board of Directors



April 25, 2023

Ms. Shireen Ambush, CMCA,
Abaris Realty, Inc.
7811 Montrose Road
Suite 110
Potomac, MD 20854

**Re: Tanyard Springs HOA, 6920 Heritage Crossing, Glen Burnie, Maryland
Proposal: Drainage and Sinkhole Remedial Design and Bidding**

Dear Ms. Ambush,

Pursuant to our recent discussions, we propose to furnish all labor, material, and equipment, unless otherwise specified, necessary for the completion of the referenced project. All work shall be performed under the direction of a Professional engineer licensed in the State of Maryland.

I. BACKGROUND

On behalf of the Tanyard Springs HOA, this office developed a comprehensive list of areas, encompassed by the HOA, that were either experiencing poor drainage or where sinkholes were observed. Each location was then added to the site plan developed by this office. The intent of this proposal is to develop design and bidding documents to resolve the high priority areas identified within the Timbercross Lane section (including Sithean, Briargrove, Hidden Oak, Macon, & Glenside Way areas). All work proposed herein is to take place on HOA-owned property. This proposal is based on the assumption that all work will be performed as “maintenance” and therefore be exempt from obtaining permits from Anne Arundel County.

II. SCOPE OF WORK

- Work with Anne Arundel County to obtain copies of the approved Site Development Plans.
- Engage a licensed surveyor to perform a topographic survey of each remedial area. property lines will be verified in general to support work. A detailed boundary survey is beyond the scope of this proposal.
- Analyze the collected field survey data.
- Prepare remediation solutions and remediation plans. A table displaying the locations and anticipated remedial design features is provided as an attachment to this proposal.
- Develop a project manual with bidding documents.
- Develop a list of prequalified bidders.
- Administer a pre-bid conference at the site to discuss the scope of work, specifications, project logistics, and special Owner requirements.

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- Conduct bid opening and tabulate the results.
- Provide a recommendation letter and bid tabulation to management for consideration.

III. FEE SCHEDULE

All work in accordance with the above scope to be billed on an hourly basis at the rates provided below.

- Time required to obtain copies of the approved Site Development Plans shall be billed hourly at the rates provided below.
- The cost for a licensed surveyor is Fifteen Thousand Dollars (\$15,000.00).
- Analysis of the collected field survey data for the sum of Ten Thousand Five Hundred Dollars (\$10,500.00).
- Design for the sum of Twenty-Two Thousand Dollars (\$22,000.00).
- Revisions made to remediation plans at the Client's request shall be billed hourly at the rates provided below.
- Bidding for the sum of Six Thousand Dollars (\$6,000.00).
- Time required for preparation and participation in Client meetings or consultations shall be billed hourly at the rates provided below.
- Work determined to be beyond the scope of this agreement shall be billed at a rate of Two Hundred Ninety and 00/100 Dollars (\$290.00) per hour for Principal; Two Hundred Sixty and 00/100 Dollars (\$260.00) per hour for Senior Engineer; Two Hundred Thirty-Five and 00/100 Dollars (\$235.00) per hour for Project Engineer/ Senior Project Manager; Two Hundred Five and 00/100 Dollars (\$205.00) per hour for Project Manager; and One Hundred Forty and 00/100 Dollars (\$140.00) per hour for Technician. Please note that hourly rates are subject to change on an annual basis.
- The costs of plan reproductions, photographs, couriers, mileage, etc., shall be considered reimbursable expenses and be passed through to the Owner with a ten percent (10%) administrative fee.

IV. TERMS OF AGREEMENT

In accordance with the terms and conditions of this Agreement, the Owner will be invoiced on a monthly basis for services provided during the previous month. Payment of the invoice is due within thirty (30) days of date of invoice. If payment is not received within thirty (30) days after the end of any billing period, a finance charge of 1.0% per month (12% APR) will be added to the

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outstanding balance.

It is further agreed that in the event that suit is filed to enforce overdue payments under this agreement, we shall be reimbursed for all court costs and reasonable attorneys' fees.

Acceptance of this Agreement will be valid anytime within thirty (30) days from the date of this letter. If the above proposal meets with your approval, please sign and return to this office. We look forward to working with you on this Project.

ACCEPTED:

RESPECTFULLY SUBMITTED;
Construction Systems Group, Inc.

BY: Shireen Ambush

BY: Patrick Murphy

TITLE: Prpoerty Manager

Patrick Murphy, P.E.
Senior Engineer/Partner

DATE: 5/15/2023

Wayne F. Hosking
Wayne F. Hosking
Vice President

Attachment 1

Sinkhole ID No.	Anticipated Remedial Measure(s)
5	Soil excavation to expose pipe at sinkholes, install collar at detached pipe joint, backfill with self-consolidated gravel, and backfill. Repair crushed pipe section, as needed.
7	Soil excavation to expose pipe at sinkholes, install collar at detached pipe joint, repair pipe-to-basin connection, backfill with self-consolidated gravel, and backfill with topsoil. Repair crushed pipe section, as needed. Regrade surrounding area to properly direct water into catch basins and eliminate lower spots. Restore disturbed grounds as needed.
12	Soil excavation to expose pipe at sinkholes, install collar at detached pipe joint, repair pipe-to-basin connection, backfill with self-consolidated gravel, and backfill with topsoil. Repair crushed pipe section, as needed. Regrade surrounding area to properly direct water into catch basins and eliminate lower spots. Restore disturbed grounds as needed.
15	At Playground - Soil excavation to expose pipe at sinkholes, install collar at detached pipe joint, repair pipe-to-basin connection, backfill with self-consolidated gravel, and backfill with topsoil. Repair crushed pipe section, as needed. Regrade surrounding area to properly direct water into catch basins and eliminate lower spots, restore disturbed grounds as needed. Around Tennis and basketball courts – regrade to provide proper slope away from courts, install French drains connected to adjacent catch basins, remove and reinstall sections of sidewalks, at low spots, to provide proper drainage slope. Restore disturbed grounds as needed.
16	Soil excavation to expose pipe at sinkholes, install collar at detached pipe joint, backfill with self-consolidated gravel, and backfill with topsoil. Repair crushed pipe section, as needed. Restore disturbed grounds as needed.
17	Soil excavation to expose pipe at sinkholes, install collar at detached pipe joint, backfill with self-consolidated gravel, and backfill with topsoil. Repair crushed pipe section, as needed. Restore disturbed grounds as needed.
20	Excavate soil to remove loose media, install French drain connected to stormwater management line, regrade surrounding soil with proper slope and river rock apron. Restore disturbed grounds as needed.
21	Soil excavation to expose pipe at sinkholes, install collar at detached pipe joint, repair pipe-to-basin connection, backfill with self-consolidated gravel, and backfill with topsoil. Repair crushed pipe section, as needed. Regrade surrounding ground to properly direct water into catch basins and eliminate lower spots. Restore disturbed grounds as needed.
Drainage Identifier No.	

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47	Soil excavation remove loose media, regrade surrounding area to properly direct water into catch basins and eliminate lower spots. Restore disturbed grounds as needed. Install French trench drain, as needed.
48	Regrade ground, install French drains connected to adjacent catch basins. Install dry retention pond where connection to catch basins is not feasible. Restore disturbed grounds as needed.
49	Playground - regrade to provide proper slope away from Playground area, install French drains connected to adjacent catch basins, remove and reinstall sections of sidewalks, at low spots, to provide proper drainage slope. Restore disturbed grounds as needed.
50	Around Tennis and basketball courts – regrade to provide proper slope away from courts, install French drains connected to adjacent catch basins, remove and reinstall sections of sidewalks, at low spots, to provide proper drainage slope. Restore disturbed grounds as needed.
52	Dog Park and Garden - install French drains connected to adjacent catch basins, remove and reinstall sections of sidewalks, at low spots, to provide proper drainage slope. Restore disturbed grounds as needed.
53	Regrade ground, install French drains connected to adjacent catch basins. Install dry retention pond where connection to catch basins is not feasible. Restore disturbed grounds as needed.
56	Regrade ground, install French drains connected to adjacent catch basins. Restore disturbed grounds as needed.
57	Regrade ground, install French drains connected to adjacent catch basins. Restore disturbed grounds as needed. Install retaining structure (type to be determined) to stabilize soil at base of hill.
58	Regrade ground, install French drains connected to adjacent catch basins. Restore disturbed grounds as needed.
60	Regrade ground, install French drains connected to adjacent catch basins. Restore disturbed grounds as needed.

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