

**COUNCIL OF CHEVY CHASE VIEW**

**Work Session Regarding Engineering Design Services  
For the Summit Avenue Sidewalk Improvement Project**

Date: July 13, 2018  
Place: 4104 Franklin Street, Kensington, Maryland  
Present: Nancy Kehne, Acting Chair; Tom Brown, Carlos Molina and  
Ron Sherrow, Council members  
Joe Toomey, Permit Administrator-Municipal Engineer  
Jason Azar, Vice President of Clark/Azar & Associates

Called to Order by Nancy Kehne at 3:30 p.m.

**Work Session Regarding Engineering Design Services for the  
Summit Avenue Sidewalk Improvement Project:**

The Council held an open work session to discuss the Clark-Azar & Associates proposal to provide engineering and design services for the Summit Avenue sidewalk improvement project. Jason Azar, Vice President, discussed the scope of work, preliminary schedule and total cost given in Clark-Azar's proposal to the Town, following the Town's recent RFP for this project.

After consideration of the Clark-Azar & Associates proposal totaling \$49,997.00, Nancy Kehne moved that the Town Council award the engineering-design contract to Clark-Azar & Associates. Carlos Molina seconded the motion and it passed by a vote of 4-0.

The Town received a total of seven (7) proposals in response to the RFP. The Council concludes that Clark-Azar & Associates has a strong grasp of the scope of work required, best pricing and outstanding references. The survey/data gathering work, including an inventory of trees within the Summit Avenue corridor, will begin this month, with this portion of the work projected to conclude within approximately six (6) weeks.

The meeting adjourned at 5:15 pm.

Respectfully submitted,  
Jana S. Coe, Town Manager