



August 2, 2022

Ms. Christina Alphin
Village Administrator
Village of Marvin

Re: Proposal for Asset Inventory and Condition Assessment Survey

Dear Ms. Alphin:

At the Village of Marvin Council request, AMT is proposing to conduct an Asset Inventory and Condition Assessment Survey within the corporate limits of the Village of Marvin. This survey will include both Village and State maintained roads. This survey will locate and document all maintenance pipe culverts, storm drainage pipe (closed on both ends) and non-NBIS pipe (structures not on the National Bridge Inventory System) along with the condition of each. We will also locate and document all drainage structures along with the condition. The survey will be conducted using NCDOT methodology. This information can then be used to assist with formulating a preventative maintenance plan based upon the condition of the assets. The following will be included as part of our deliverables:

Task 1 Asset Inventory and Condition Assessment Survey (AIC)

- A. AMT will survey all State and VOM roads within the corporate limits of Marvin. The survey will be conducted using a tablet running ArcGIS software to record all the data. We will conduct the Asset Inventory and Condition Survey to collect the following attributes:
 - Identify pipe type and size, record type of drainage system (closed, open, etc..) and record any headwalls. Condition assessment criteria will include any structure failure, percent blocked, erosion failure, cracking, joint, crush, metal loss or pavement failure with recommended action. We will also record storm water inlets with grate count, depth, box type and invert count. Condition assessment will be documented by visual inspection accounting for structure failure, grate/lid failure, grate/lid missing, blocked, apron failure, cracking/joint failure, erosion failure, box failure, invert blocked and recommended treatment. We will also attach photos as needed to document the condition of the assets. Our survey form can be amended to meet the needs of the Village should you have additional requests.
- B. Use Collector or similar for data collection efforts.

Task 2 Create AIC Database

- A. AIC Data entry:
 - Enter field inspection data into AIC database.
 - Develop prioritized list with estimates of immediate needs.
- B. Provide GIS Mapping
 - A finalized GIS shape file or geo-database will be provided to the Village containing the collected drainage easement data.

COMPENSATION

Our lump sum fee for completing task 1 and 2 is \$27,900.00. If you have any questions, please feel free to give me a call. Our receipt of a signed agreement can also serve as our notice to proceed (NTP) for this task order assignment. Thank you, and we look forward to assisting the Village of Marvin.

Sincerely,

A. Morton Thomas and Associates, Inc.

By: _____
(Signature)

Name: _____

Title: _____

CLIENT

By: _____
(Signature)

Name: _____

Title: _____