

September 26, 2023

Mr. Robert McWayne
Assistant Director of Public Works
321 Main Street
Hutchins, TX 75141

Re: DRAFT Proposal for Surveying Services
Preparation of Post Oak Road Description Documents

Dear Robert:

Schaumburg & Polk, Inc (SPI) is pleased to provide this proposal to the City of Hutchins, (City) for the provision of professional surveying services associated with the preparation of documents for Post Oak Road right-of-way (ROW) dedication descriptions within Dallas County and the City Extra Territorial Jurisdiction (ETJ). The property shown on the map represents the area in the City ETJ and in Dallas County that is being considered for this project. In order to accomplish preparing the descriptions, various surveying services, including the preparation of the appropriate documents, needs to be provided.

Scope of Services

The scope of services to be performed by SPI is summarized below.

- ❖ Participate in conferences with representatives of the City.
- ❖ Perform research for available property records with regard to the affected properties.
- ❖ Perform field work, as required, to locate the existing property corners, road edges, and fence lines.
- ❖ Prepare a base map and boundary solution (set down) for each property along the project limits.
- ❖ Prepare documents describing approximately 3,400 linear feet of a 50' ROW for Post Oak Road along the existing County ROW or 15' strips of land on each side of Post Oak Road, if property monumentation is not found with the survey.
- ❖ Prepare metes and bounds legal descriptions for this section of Post Oak Road as directed by the City.
- ❖ Prepare parcel maps (exhibit drawings) for the Post Oak Road descriptions.
- ❖ Provide and submit to City review copies of descriptions and exhibits.
- ❖ Incorporate the City's review comments and prepare final descriptions and exhibits.
- ❖ Provide hard copy of descriptions and exhibits to the City.
- ❖ Provide descriptions in Word format and exhibits in PDF format to the City.

Assumptions

- ❖ Record information accurately defining the existing Post Oak Road ROW, City limit lines, and ETJ lines may not be available. Therefore, the descriptions may be based on field survey data and City direction.
- ❖ This scope does not include extensive historical record research, which may be added as

- additional services (if field survey is inconclusive).
- ❖ The description will begin on the north in the approximate area of the southern boundary of Lancaster Country Club Lake property line, at a point as directed by the City.
 - ❖ The dedication documents will end on the south in the approximate area of the northern ROW line of the E. Fulghum Road and Post Oak Road intersection, as directed by the City.

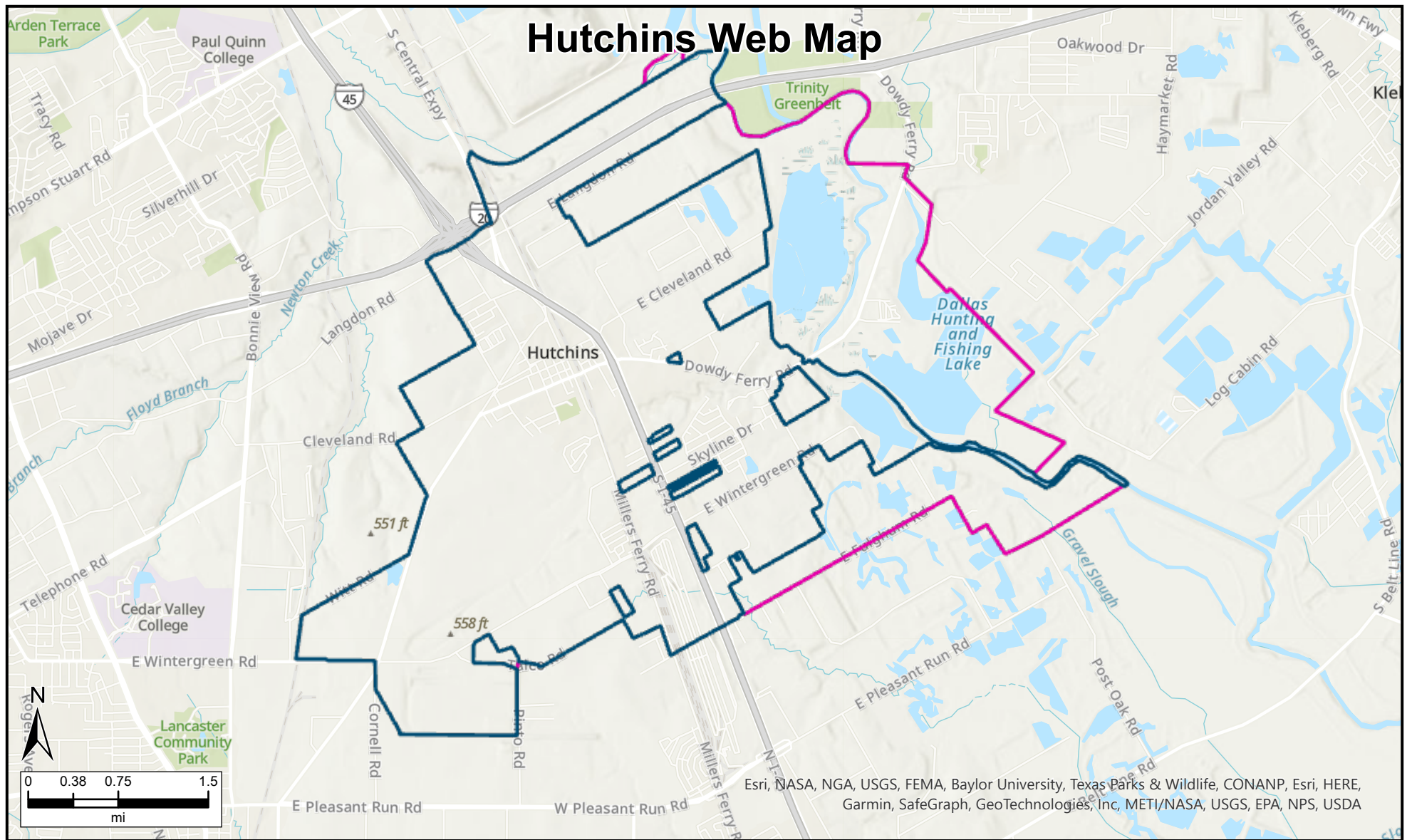
Fees

SPI will complete the aforementioned scope of services for an hourly not to exceed (HNTE) fee of \$24,000.00.



Terms and Conditions

Terms and conditions for the surveying services to be provided for this project will be included in the Professional Services Agreement for this project. Acceptance of this proposal will be confirmed by the execution of the Professional Services Agreement for the project. Receipt of a fully executed copy of the Professional Services Agreement will be considered authorization for SPI to proceed with the project.

Hutchins Web Map



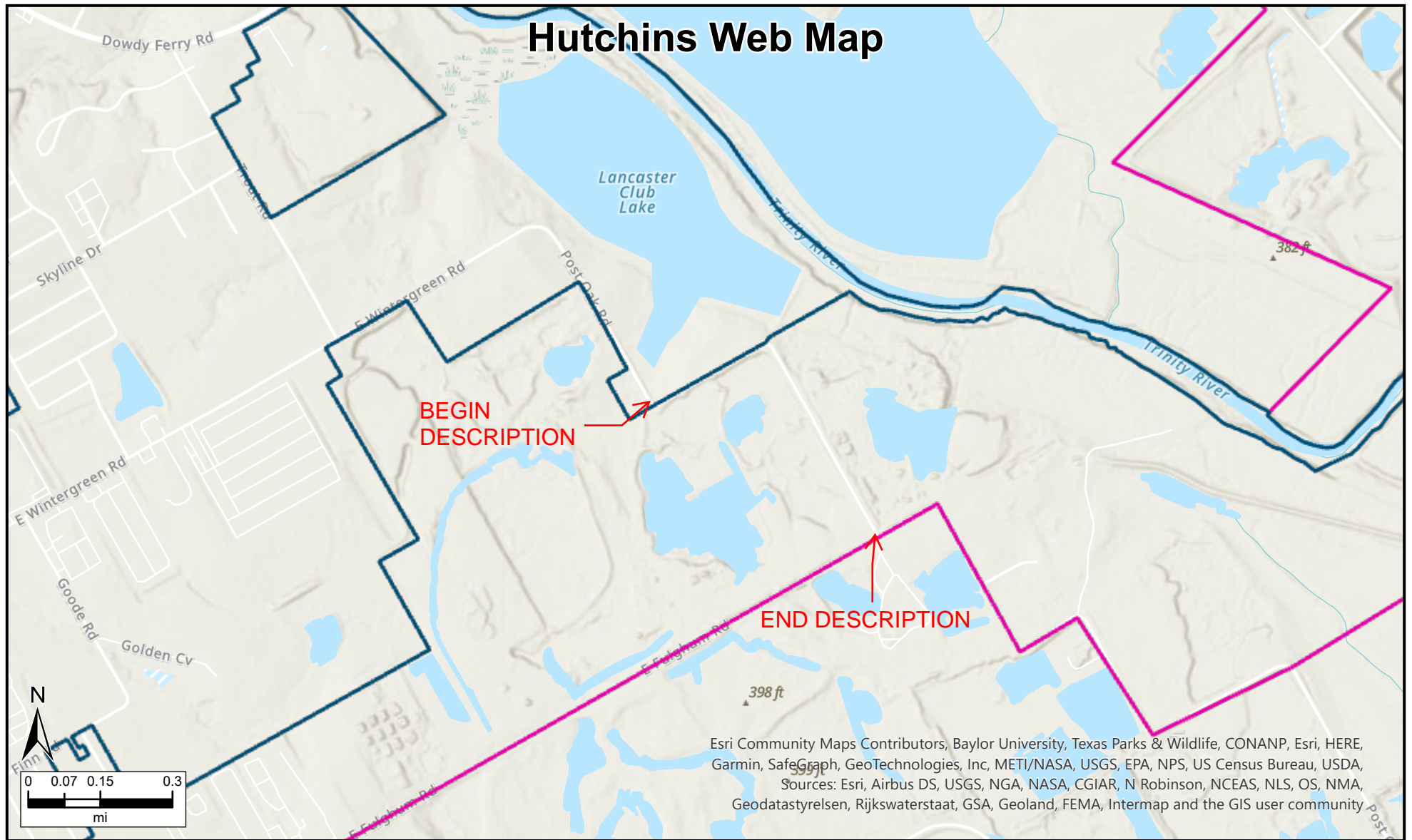
Legend

-  Hutchins ETJ Boundary
-  City Limit (Outline)





Date: 9/25/2023

Hutchins Web Map



Esri Community Maps Contributors, Baylor University, Texas Parks & Wildlife, CONANP, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

Legend

-  Hutchins ETJ Boundary
-  City Limit (Outline)



Date: 9/25/2023