



Arlee J. Carlson, PLS, CFedS, Principal
Leonard F. Carlson, PLS, Principal

January 26, 2024

WOLD ARCHITECTS & ENGINEERS

332 Minnesota St - Suite W2000
St Paul, MN 55101

Attention: **Jacob Wollensak and Michael Stephens**

Re: ***BLTU Survey for New Prague Police Department Addition - New Prague, MN***

Dear Jacob & Michael:

This proposal is in response to your request for a cost estimate for a boundary, location, topographic, and utility survey of the above referenced site. Our survey work will be done in accordance with the survey specifications provided to us. The following is an outline of tasks and our anticipated estimate for the cost of this survey project as presented to us and per the requirements.

1.) RESEARCH AND ANALYSIS WORK:

If this proposal is approved by you, we will perform research work on the site prior to the time our field crew is dispatched for the onsite boundary, topographic, location, and utility work. We would not begin any research work on this site until we receive your formal authorization to proceed with the survey.

2.) BOUNDARY SURVEY:

A full (complete) boundary survey will be performed, placing iron survey monuments at all property corners of said site in accordance with Chapter 505 of the Minnesota State Statutes.

3.) LOCATION SURVEY:

The prominent features situated on the property would be located in accordance with your instructions. Any visible encroachments of utility lines crossing the property would be located for the purpose of rectifying any encroachment problems and also determining whether legal easements exist for the utility lines. All our work would be done in accordance with the aforementioned requirement list.

4.) TOPOGRAPHIC & UTILITY SURVEY:

A topographic map would be performed of the property at one foot contour intervals. All elevations would be shot in accordance with your requirement list. Our survey would extend onto adjoining roadways to the opposite side of the road in the survey area. Numerous spot elevations would be taken where the property is relatively flat. The adjacent utilities would be verified (where accessible). Utility plans would be acquired from the city and verified (where accessible). A Gopher One Utility Locate and a private utility locate are included in this proposal.

Corporate Office

9001 East Bloomington Freeway – Ste 118
Bloomington, MN 55420-3435
Phone: 952.881.2455/Fax: 952.888.9526

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5.) CERTIFICATE OF SURVEY:

Capsulizing our work, we would submit to you a pictorial survey of the property at a scale of your preference portraying all the items we have located during the course of our field work. Based on our research and the title insurance commitment, if provided to us, the Certificate would show the extent of the known deeds and easements which are currently of record so that you can easily see the property which now exists of record and any encumbrances against this property. This Certificate of Survey would be signed by a Registered Land Surveyor, licensed for surveying in the State of Minnesota.

It is our proposal to perform this work for a lump sum of **\$6,850.00** (***This fee includes \$750.00 for a private utility locate***). The time involved to perform all the work covered in this proposal is estimated at **3½ weeks** from the date of written authorization. You will be contacted if anything unforeseen occurs which would change either the cost or time estimates given herein.

NOTE: The above cost and timeframe is based on no significant snowfall event occurring between now and the end of the field surveying. If a significant snowfall occurs, we will need to shovel and remove compacted ice and snow plowed up at the road edges and sidewalks. This increases the time in which it takes to complete our work which would increase this cost. If this happens, we will contact you immediately to discuss the options.

Alternate

- A No Wetland Report will be prepared stating that no wetlands exist on the property with data reinforcing this as prepared by Pinnacle Engineering. **COST: \$2,400.00**



Please check box and return with signed Acknowledgement if Alternate is approved.

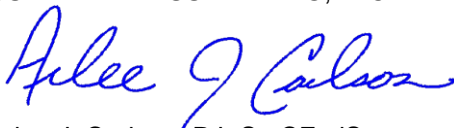
All invoices will be directed to the recipient of this Proposal unless otherwise instructed and will be sent monthly. We hope your attention regarding the payment of this fee due to direct costs such as salaries, reproduction work, etc. while working on this project. If there is a purchase order number required for payment, we would need to obtain that from you prior to commencing work on this project. **Please note our payment policy of 15 days from the date of invoice, unless other arrangements have been agreed upon before the project begins. Please note all delivery and mailing services are not included in the proposal price and will be charged as additional expense(s).**

We have placed an Acknowledgment on the attached sheet which explains our payment policy. It also specifies the terms on which this proposal is based as well as the method of payment for our services. Formal authorization to proceed with this work must be received prior to the commencement of our work and/or release of any survey documents, by signing the Acknowledgment and returning a copy to us.

After you have had the opportunity to review the contents of this proposal, please feel free to contact us with any questions you may have. Thank you for the opportunity to submit this proposal to you.

Respectfully submitted,

SUNDE LAND SURVEYING, LLC.



Arlee J. Carlson, P.L.S., CFedS
President/Principal

Acknowledgment

Sunde Land Surveying, LLC.

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"PAYMENT POLICY"

All invoices for professional fees and project expenses are **due upon receipt**. It is also understood that payment for professional services is not contingent upon land closings, payment from others or city approvals. Invoices which are unpaid after fifteen (15) days are considered **past due**. Invoices which remain unpaid for thirty (30) days are considered **delinquent**. On all delinquent accounts, a finance charge of 1.5% per month will be computed on the balance due.

If payment is not made within sixty (60) days, we retain the right to discontinue services until arrangements are made to make payment.

If we file for account collection, all legal fees will be the responsibility of the party signing below. This will include attorney's fees, filing fees and all court costs incurred. To avoid legal action and attorney's fees please pay promptly per the signed agreement.

If a retainer statement is required, we will commence our surveying services when payment of the retainer amount is received. Questions concerning fees can be discussed in confidence at any time during our normal business hours. The Client agrees to pay Sunde Land Surveying, LLC. in full for the performance of the specified work.

"ACKNOWLEDGMENT"

We have read the foregoing proposal and policy concerning payment of fees and expenses of Sunde Land Surveying, LLC. dated January 26, 2024 fully understand it and agree to hire Sunde Land Surveying, LLC. to perform the services at the estimated costs quoted with the understanding that payment will be made per the above policy. It is also understood that payment for professional services is not contingent upon land closings, payment from others or approvals from City or other agencies.

Ordered By:

(Please print or
type information)

(Company and/or Person Ordering this Work)

(Print or Type Name)

(Street Address)

(City, State & Zip)

Phone: _____ Direct Phone: _____ Cell: _____

Email: _____ Fax: _____

Billing Information:

(Please print or
type information)

(Company and/or Person Responsible for Payment of Work)

(Print or Type Name)

(Billing Address)

(City, State & Zip)

Phone: _____ Direct Phone: _____ Cell: _____

Email: _____ Fax: _____

Invoices will be sent to the email address provided under "Billing Information."

*** Purchase Order/File #:** _____

(Client Reference PO Number or File Number for Project(s))

Signed By:

(Responsible Party)

(Signature)

(Print/Type Name)

Dated this _____ day of _____, 20_____