



TBPE FIRM REG. #2487
TBPLS FIRM REG. #10126000

4910 West Hwy 290
Suite 300
Austin, Texas 78735
512.328.6995
512.328.6996. Fax

Commercial and
Residential Engineering

- Structural
- Mechanical
- Electrical
- Plumbing

Rehabilitation Designs

Property Condition
Inspections

Land Surveying

Texas Accessibility
Standards (ADA)
Compliance Reviews
& Inspections

Certified Code
Compliance Inspectors
& Plan Reviewers

Energy Code Consulting
& Inspections
Green Building Consulting
& Certification

Construction Consulting

May 19, 2025

Attn: Nikki Stautzenberger
City of Rollingwood – Development Services Manager, CPM
512-327-1838
nstautz@rollingwoodtx.gov

Re: Engineering design services for Rollingwood City Park

Dear Ms. Stautzenberger,

Summary

Arch Technical Services, LLC (ATS) is pleased to submit this proposal to City of Rollingwood (CLIENT) in response to the request for survey services for an approximate 8.9 acres 3107 Rollingwood Drive, Lot 1 Hatley Park Subdivision and a 1 acre 403 Nixon Drive, Community Plaza.

With over two decades of experience, ATS prides itself on providing unmatched services to its clients. ATS has developed efficient systems, processes, and methods of managing data, enabling us to offer our clients a complete project lifecycle solution. Our highly qualified staff and technical expertise provide unparalleled knowledge in the industry to ensure client experience consistently exceeds expectations.

ATS has a proven track record of successfully completing projects at a competitive price, while delivering projects on schedule, and within budget and scope. Project management, surveying, design, and data is the core of our business, and safety is our top priority and reflected in all that we do.

Scope of Services

- Perform Boundary Survey w/Improvements
- Perform Topographic Survey – (Optional)
- Perform Tree Survey – (Optional)

Boundary Survey

ATS will perform a boundary survey sufficient to establish property lines as shown on CLIENT provided exhibit. This work will be done in accordance with Texas Board Rules and Regulations relative to the practice of land surveying. The survey will show (i) the boundary of the Property as determined by the surveyor; (ii) the monuments found or set on the Property;

Improvements

The survey will show any improvements lying within the boundary of the survey performed, including but not limited to buildings, pavement, visible existing utilities, fencing or other visible uses which may affect the tract, excluding subsurface conditions or the existence of underground improvements or encumbrances which may affect this property.

Topographic Survey

ATS will perform topographic survey in a grid formation to provide sufficient natural ground and contour data. ATS will also provide topographic data on any natural grade breaks and outlying topographical features that affect the property in order to sufficiently prepare a 1-foot contour interval map.

Tree Survey

The surveyor will locate and tag all qualifying hardwood trees 12 inches in diameter and greater according to city/county requirements. All trees will be measured four feet above the natural ground.

Deliverables

- ATS will provide an AutoCAD drawing with information of the survey performed with a .tin file and point data in .CSV format.
- ATS will provide a certified plat showing boundary, contour intervals, improvements, and identified trees.

Deliverables could change based on options chosen

Fee estimates

Option 1: Full survey (Boundary and improvements only)	\$11,500.00 (Plus Tax)
Option 2: Upper Park survey (Boundary and improvements only)	\$6,500.00 (Plus Tax)
Option 3: Half Park survey (Boundary and improvements only)	\$3,500.00 (Plus Tax)

Additional Options

Option 4: Topographic Full Park survey:	\$8,000.00
Option 5: Topographic Upper Park:	\$5,000.00
Option 6: Tree survey:	\$15/ per tree

We appreciate you considering ATS for your surveying needs. If this proposal meets with your approval, please sign in the space provided and return a copy to us for our files. ATS will not commission work on a project until we have received a signed Proposal. If authorization to proceed is given later than 90 days from the date of this proposal, the above fees will no longer be valid, and a new fee schedule may be required. Additionally, if inspections for this project fail to commence within one (1) year from the date of acceptance, a new fee schedule may be required. If you have any questions about this proposal, please do not hesitate to contact me.

Please feel free to contact me if you have any questions.

Thank you,

Andrew Jimenez

Andrew Jimenez
Survey Department Manager
Andrew_jimenez@ats-engineers.com
Office: 512-328-6995 x124

Authorization

Name (please print)		Signature	Date
Street		City	State Zip
Email		Telephone Number	

By signing above, I agree to be responsible for the fees outlined in this proposal. I am aware that additional charges may be assessed if payment is not received within 30 days from the invoice date. In addition to the scope of work described herein, our Agreement shall be subject to, and only to, the terms and conditions in the attached ATS Standard Contract Provisions, which are incorporated by reference.

Invoicing Contact

☐ SAME AS ABOVE

Billable Client (Company) Name			
Invoicing Contact Name			
Street	City	State	Zip
Email			
Telephone			