



City of Rollingwood, TX
 Project Name: City of Rollingwood
 Building Height Verifications

Arch Technical Services, LLC.
 Date: June 12, 2023
 Proposal Reference No.: P22-0301



PROJECT IMPLEMENTATION AND TIMELINE

Understanding of Scope of Work

ATS is pleased to provide professional services as requested on an as-needed basis for the City of Rollingwood. As ATS understands, the City of Rollingwood is looking to implement a verification process to ensure the integrity of land during various development phases as well as maintain the proper heights of all new structures as set forth for the verification of the height of a proposed/as-built structure.

ATS Project Approach

ATS' Project Approach in response to the City of Rollingwood's Scope of Work begins with establishing an acceptable and repeatable process that allows the monitoring and checking of native soil and developmental phases of new builds. ATS will adhere to, meet, or exceed the standards set out in the Texas Society of Professional Surveyors Manual of Practice, Effective December 31, 2021.

Native Ground Verification

ATS Scope of Work:

ATS will perform verification surveys/data analysis for the City of Rollingwood. ATS will provide a Statement of Verification.

ATS Requirements to Perform Verification Surveys/Data Analysis: (Applicant Submissions)

In order to verify data, ATS suggests adopting a checklist that meets the criteria to create repeatable data sets. ATS recommends that a verification of the native land be performed prior to demolition and upon application for a demolition permit or upon application of a new construction permit where demolition is not required. To perform verification of native ground, a topographic survey will need to be performed and submitted with the permit application.

The topographic survey (certified survey exhibit) shall be prepared in accordance with the Texas Society of Professional Surveyors Manual of Practice, Effective December 31, 2021, and shall meet or exceed the standards for a Topographic Survey.

All surface features within the area to be surveyed shall be shown and identified within the subject lot. In addition, these features shall be located by sufficient horizontal and vertical ties and labeled on the sheets to permit accurate scaling and identification. All maps submitted shall be drawn to a scale of acceptable practice. The phrase "surface features" is intended to include, but is not limited to, the following existing features:

- All above-ground utilities.
- Drives and back of curbs. All roads shall be identified by name.
- Fences (location, type, height, and condition).
- Established elevations. Spot elevations affecting the design of the facilities shall be provided, such as ground elevations, elevations on existing utilities, and on visible surface features within the area to be surveyed. Specifically, breakpoints or changes in grades or terrain shall be provided, such as tops and toes of banks, ditches, swales, gullies, etc. Ground elevations shall be to the closest 0.2- foot.
- Established Locations. In addition to the elevations referenced above, the location and elevation of all boundary corners.
- Manholes, inlets, and all drainage structures. Provide type.

ATS suggests the submission of a certified survey exhibit with the above items shown. The certified survey exhibit should contain the horizontal and vertical monument used as a basis of the survey performed, as well as the identified high and low points of natural ground. In addition to a certified survey exhibit, the City of Rollingwood should also be provided with digital cad files and survey field data points in a .txt or .csv format or detailed field notes with a corresponding field sketch of above-ground improvements with elevations shown. Verification occurs through the ability to recreate data exactly as it was measured at a previous time. Survey companies produce data files in .txt or .csv format, whereas a contractor might use a level instrument and be able to produce a field sketch with elevations notated.

ATS recommends housing this data within the City of Rollingwood GIS database, where it can always be stored and updated as needed.

Building Height Verification

ATS Scope of Work:

ATS will perform verification surveys/data analysis for the City of Rollingwood.

ATS recommends a height verification to be performed at two different intervals. A height verification is to be performed prior to passing the framing inspection, and upon application for an occupancy permit. ATS has developed a form to be utilized during both height verification/inspections for repeatability and standardization. The verification will be conducted in accordance with the City of Rollingwood ordinance NO. 2023-07-19-14;

Cost

ATS anticipates a rate of \$500.00 per verification service as requested by the City of Rollingwood.

Project Scheduling

ATS will perform verification services within five business days. *

*Turnaround time dependent on ATS receiving complete applicant submittals.

Hardware and Software

Surveying & Scanning Field Equipment

Trimble Total Stations (Convention, Reflectorless & Robotic Capabilities) Trimble GPS (Static, GNSS, RTK, and VRS capabilities)

Trimble SX10 & 12 Hybrid Robotic Total Station/Scanner Trimble X & TX Series Scanners

TSC 5 & TSC 7 Data Collectors w/ Trimble access Trimble Dini Electronic Levels

Software

AutoCAD w/ Civil 3D Trimble Business Center (TBS) Carlson Survey w/ AutoCAD Map

Thank you for the opportunity to provide this proposal for the City of Rollingwood.

Sincerely,

Andrew Jimenez, RPLS

Survey Department Manager

ATS Engineers, Inspectors & Surveyors