

Datum East, Inc.

205 North Lincoln Avenue
Sterling, Virginia 20164
(703) 430 – 7238

April 6, 2016

Mr. Brandon Gallas

4430 9th Street, N.W.
Washington, D.C. 20011

**Re.: Square 3020, Lot 33 - Wall Exam / Check Survey
Proposal to Provide Professional Surveying Services
DEI Proposal No.: PX 1604.004**

Gentlemen:

Pursuant to your request we are pleased to submit this proposal to provide professional surveying services (field and office) for your project located at 4430 9th Street, N.W., in the County of Washington, Washington, DC. The following brief narrative delineates the scope of work based on my conversation with you earlier this afternoon.

Section I - Scope of Work

The scope of work will be limited to furnishing the requested “Wall Exam / Check Survey” for the subject property. The following brief narrative delineates the specific services to be provided:

“Wall Check Survey” – A location survey is required to determine the “as-built” location of a “new” building, building additions or improvement with respect to the property line. “Wall Exam / Check Surveys” are required by the D.C. Building Code, as directed by at the D.C. Building Inspector, at the Below Grade, Near Grade, and/or Final stages of construction. Additionally, a “plat” is required by the District which will be recorded at the Office of the Surveyor. This type of survey is coordinated with and done in compliance with the requirements set by the Office of the Surveyor per Chapter 28 of Title 10 D.C.M.R. Only a D.C. Registered Land Surveyor is permitted to do this type of survey, as directed by the Office of the Surveyor. A submission fee of Fifty Dollars and Zero Cents (\$55.00) to the DCRA (D.C. Treasurer) is required at the time of submission to the D.C.S.O. This fee is included in DEI’s lump sum fee. Two (2) copies of the aforementioned recorded plat will be provided to the Client.

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Section II – Items provided by the Client or Other Team Members.

- A. Written “Notice to Proceed”
- B. Copy of signed “Authorization Order for D.C. Registered Surveyor Services”.
- C. Copy of the “D.C. Building Plat”.
- D. On-site parking and an unobstructed work area.

Section III – Items & Costs Not Included Under This Scope of Work.

- A. Costs for return site visits due to the incomplete construction of improvements required for Wall Exam / Check Survey.
- B. Meetings and/or conferences, after submission of the “Wall Check Survey” to the Office of the Surveyor.
- C. Costs for “certified” payroll, additional insurance, etc.
- D. Special delivery and/or courier.

This proposal is based on routine site conditions normally encountered in the District of Columbia. If in the opinion of the Registered Land Surveyor it is found that the subject property has conflicting and/or inadequate property corner monumentation (e.g. coppers, lead and tacks, iron pipes, re-bars, concrete monuments, scribe marks, cross cuts, etc.) the Land Surveyor will notify the Client in writing of the situation. If additional work is requested / required we will provide you with a written estimate for this work, for your review and written authorization, prior to commencement of the work. Any additional work would be invoiced on an hourly basis or at an agreed to lump sum basis.

Section IV – Time of Performance

We would make our best effort to complete this work in accordance with the project schedule predicated on a timely receipt of the information delineated in **Section II** of this proposal, weather, scheduling with the District Surveyor’s Office, site access, and similar considerations. This proposal assumes that Datum East will be able to conduct the required work during the normal workday (8:00 A.M. through 5:00 P.M.).

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Section V – Basis of Payment

Based on the information provided we propose to perform requested professional surveying services for the lump sum fee of Seven Hundred Dollars and Zero Cents (\$700.00), the DCRA recording fee (\$55.00) is included in DEI's fee. Upon receipt of the Client's written authorization, the information delineated in "Section II", and a retainer in the amount of Seven Hundred Dollars and Zero Cents (\$ 700.00), DEI will commence work. Prior to submitting the "Wall Exam / Check Survey" to the Office of the Surveyor for recordation, the Client will pay DEI for services rendered in full. If for any reason additional work is requested or required we will provide you with a written estimate for this work, for your review and written authorization, prior to commencement of the work.

We greatly appreciate the opportunity to work with you and the project team and look forward to the successful completion of this project. If this proposal is acceptable to you, please sign and return a copy to our office, which will serve as our notice to proceed.

Sincerely,



Hugh H. Hughes, Principal

ACCEPTED:

Authorized to sign contracts for
Mr. Brandon Gallas

Date

Print Name and Title

Datum East, Inc.

205 North Lincoln Avenue
Sterling, Virginia 20164
(703) 430 – 7238

Summary of Tasks Required Conducting a “Wall Exam / Check Survey”

The following brief narrative delineates the work necessary to conduct “Wall Check Survey”:

- Brief records search at the Office of the Surveyor (D.C.S.O.).
- Site visit and/or meeting with the Client.
- Estimate of costs and writing proposal.
- Contractor obtains signed “Authorization Order” from the Office of the Surveyor.
- Obtain an “Authorization Order” and “D.C. Building Plat” from the Client.
- Follow-up records research at the D.C.S.O. (prior to starting survey), if required.
- Field Work:
 1. Reconnaissance survey to locate and identify property monumentation.
 2. Establish D.C. S. O. boundary control (e.g. off-set or baselines, etc.)
 3. Location of relevant physical improvements.
 4. Field computation for boundary resolution.
- Office Work:
 1. Preparation (drafting) of “Field Notes” and “Wall Check Survey”.
 2. Schedule pre-submission or coordination meeting with the D.C.S.O. to review the field and record data.
 3. Preparation of “formal” submission to the D.C.S.O.:
 - a. D.C.R.A. Recording Fee Receipt (\$55.00)
 - b. D.C.S.O. “Authorization Order”
 - c. Cover Sheet
 - d. Field Notes
 - e. Wall Check Survey
 - f. Records data
- Meeting with the D.C.S.O. to review the “Wall Check Survey”.
- Submission of the “Wall Check Survey” for recordation.
- Pick-up and make copies of the recorded “Wall Check Survey” (plat) at the D.C.S.O.
- Forward two (2) copies of the recorded “Wall Check Survey” of Survey to the Client.