



June 14, 2022 *December 6, 2022*

Honorable Mayor and City Council  
705 2<sup>nd</sup> Street N  
Princeton, MN 55371

Re: Proposal for Surveying Services, Preliminary and Final Plat  
Princeton Business Park  
City of Princeton, MN

Dear Mayor and Council Members:

On behalf of WSB, I am pleased to respond to your request for proposal for surveying services. It is our understanding that you are looking for a preliminary and final plat of the area as described of as follows:

Site consists of approximately 62 acres and includes 12 existing parcels and adjacent streets within the City of Princeton, Mille Lacs County. The 12 parcels were previously platted on the plat of Princeton Business Park. The 12 parcels are to be rearranged and re-platted at this time. (See Exhibit A on page 3)

Our scope is as follows:

**Task 1 - Preliminary Plat**

- Review title commitments and boundary information.
- Create a Preliminary Plat which will include the boundary, existing conditions, and proposed lots. *\*Assumption: Existing conditions and topo remains unchanged from when platting Princeton Business Park.*
- Client to review and comment on preliminary plat.
- Make final revisions per any comments.

~~Task 2 - Existing Streets Vacation~~ *DELETE*

~~Task 3 - Existing Drainage and Utility Easements Vacation~~ *DELETE*

**Task 4 - Final Plat**

- Preliminary Plat to Final Plat.
- Create drawing suitable for City and County Review.
- Submit Plat and Title Commitment to County for review.
- Make any necessary County revisions.
- Make Mylars of Final Plat.
- Survey field crew to set monuments at each corner per statutes.

WSB will prepare this survey on an hourly basis in accordance with our fee schedule for a not-to-exceed fee of:

Task 1	\$4,050
<del>Task 2</del>	<del>\$1,300</del>
<del>Task 3</del>	<del>\$1,300</del>
Task 4	\$5,375
Plat checking fee	\$600*
Mylar fee	\$600*
Total	<del>\$13,225</del> 19,625

\*These are pass-through expenses and cost may vary, WSB does not mark up these expenses.

Title commitments will be necessary to complete the platting. Client to provide or WSB can order as an additional pass-through expense.

If there are any significant title issues with this project, we may require additional fee, we would let you know in advance if this were to happen.

Additional field survey tasks outside the above scope can be completed at our regular hourly rates.

Additional office survey tasks outside the above scope can be completed at our regular hourly rates.

We are looking forward to working with you on this project. If you have any questions regarding this proposal, please contact me at 612-209-9051.

Sincerely,  
WSB



Jeremy Honga, PLS  
763-762-2831

Authorized

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

