

DATE SUBMITTED 8/27/25  
 SUBMITTED BY PUBLIC SERVICES  
 DATE ACTION REQUIRED 9/3/25

COUNCIL ACTION   
 PUBLIC HEARING REQUIRED   
 RESOLUTION   
 ORDINANCE 1<sup>ST</sup> READING   
 ORDINANCE 2<sup>ND</sup> READING   
 CITY CLERK'S INITIALS

**IMPERIAL CITY COUNCIL  
 AGENDA ITEM**

SUBJECT:	DISCUSSION/ACTION: 1. Accept Task Order Proposal for On-Call Land Surveying Services from Dynamic Consulting Engineers, Inc. for Record of Survey, Right-of-Way Dedication, and Record of Survey for APN 064-020-025
DEPARTMENT INVOLVED: Public Services	
BACKGROUND/SUMMARY: On September 18, 2024, the City Council awarded two contracts for On-Call Land Surveying Services: One to Dynamic Consulting Engineers from Imperial, California, and Desert Land Surveying & Engineering from Yuma, Arizona.  Public Services staff issued a task order request on July 22, 2025, for land surveying services related to the Water Treatment Plant.  The city received two cost proposals: (1) Desert Surveying & Engineering \$58,680.00 (2) Dynamic Consulting Engineers \$46,820.00  Public Services staff recommend awarding the project to Dynamic Consulting Engineers in the amount of \$46,820.00 under the On-Call Land Surveying contract.	
FISCAL IMPACT: \$46,820.00	FINANCE INITIALS <u>VMS</u>
Wastewater Enterprise Funds through account 54-861-5210. The project is in the FY 25-26 Capital Improvement Plan.	
STAFF RECOMMENDATION: Approve Request	DEPT. INITIALS <u>Jng</u>
MANAGER'S RECOMMENDATION: <i>approve staff recommendation</i>	CITY MANAGER'S INITIALS <u>DAM</u>
MOTION:	
SECONDED: AYES: NAYES: ABSENT:	APPROVED <input type="checkbox"/> DISAPPROVED <input type="checkbox"/>  REFERRED TO:
REJECTED <input type="checkbox"/> DEFERRED <input type="checkbox"/>	



September 3, 2025

Dear Honorable Councilmembers:

**Requested Action:**

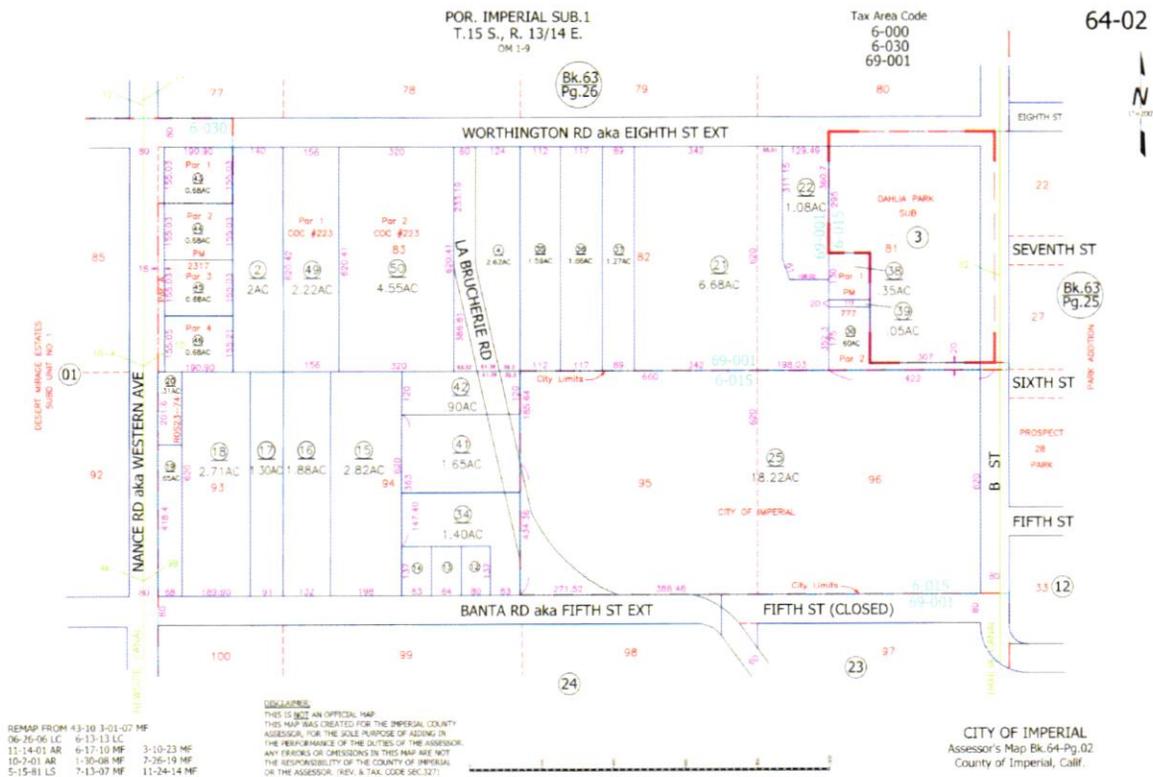
1. Accept Task Order Proposal for On-Call Land Surveying Services from Dynamic Consulting Engineers, Inc. for Record of Survey, Right-of-Way Dedication, and Record of Survey for APN 064-020-025

**Background:**

On September 18, 2024, the City Council awarded two contracts for On-Call Land Surveying Services: One to Dynamic Consulting Engineers from Imperial, California, and Desert Land Surveying & Engineering from Yuma, Arizona.

Public Services staff issued a task order request on July 22, 2025, for land surveying services related to the Water Treatment Plant. The extension of Banta Road (or Fifth Street), east of La Brucherie Road, is city-owned and utilized as a part of the water treatment plant. Maps show this area outside the city limits in the County of Imperial. There is a section of La Brucherie Road that does not appear to be dedicated on any maps. Small portions of B Street are county right-of-way. There are no survey maps of the water treatment plant. The intent of this project is to clean up the survey-related issues at the water treatment plant and proximal roadways.





The Land Surveying services in this proposal include, but are not limited to, the following:

1. Attend a kickoff meeting with city staff.
2. Research and obtain all existing survey maps and documentation. The city has ordered the Preliminary Title Report (PTR), which is attached to this task request.
3. Prepare a topographic survey of the immediate surrounding area, including existing above-ground utilities, buildings, ponds, and other structures. Include structures in properties immediately adjacent to the water treatment plant to determine their location relative to existing water treatment plant boundaries. Search and find all existing monuments as needed for the survey. If no monument is found, note "Searched, not found."
4. Locate right-of-way boundaries.
5. Prepare street right-of-way dedication (to the County of Imperial) documentation for La Brucherie Road inside the water treatment plant. Prepare legal descriptions. Note all existing easements or other encumbrances.
6. Prepare a Record of Survey (ROS) for the water treatment plant and submit it to the County of Imperial Surveyor's office for review and approval. Tie the Record of Survey into found recorded monuments. Define the City of Imperial city limits on the ROS and the part of 5<sup>th</sup> Street (Banta Road) that was closed, which is part of the water treatment plant.
7. Prepare exhibits for annexation of Banta Road (aka Fifth Street) and portions of Dhalia Street within the water treatment plant boundary area. Prepare legal descriptions.
8. Install (6) monuments (If necessary) per the approved Record of Survey.



9. All work will comply with the Subdivision Map Act and the Professional Land Surveyors Act (latest editions).

The city received two cost proposals:

- |                                    |             |
|------------------------------------|-------------|
| (1) Desert Surveying & Engineering | \$58,680.00 |
| (2) Dynamic Consulting Engineers   | \$46,820.00 |

Public Services staff recommend awarding the project to Dynamic Consulting Engineers in the amount of **\$46,820.00** under the On-Call Land Surveying contract.

**Fiscal Impact:**

Funds will be expended from wastewater enterprise funds through account 54-861-5210. The project is in the FY 25-26 Capital Improvement Plan.

RECORD OF SURVEY, RIGHT OF WAY DEDICATION AND ANNEXATION FOR THE CITY OF IMPERIAL  
WATER TREATMENT PLANT (APN 064-020-025) PROPOSAL

August 18, 2025



City of Imperial  
420 S. Imperial Avenue  
Imperial, CA 92251

SUBJECT: "RECORD OF SURVEY, RIGHT-OF-WAY DEDICATION AND ANNEXATION FOR THE  
CITY OF IMPERIAL WATER TREATMENT PLANT (APN 064-020-025)"

Dynamic Consulting Engineers, Inc. (DCE) appreciates the opportunity to present this proposal to the City of Imperial Public Services for "Record of Survey, Right-of-Way Dedication and Annexation at the City of Imperial Water Treatment Plant.

Dynamic Consulting Engineers, Inc. was founded with the **vision** to provide clients with high quality work, while still maintaining customer service at a great **value**. Our **expertise** allows us to recognize the challenges that different projects encompass. It is our **commitment** to go above and beyond and achieve **excellence** in all aspects of the project. With utmost **integrity**, we believe we have assembled a survey team that is not only committed to assisting the county on this important project but shares the same intrinsic goals of preserving the public's interests.

In closing, we are excited about the possibility of serving you and the possibility of providing the county with our expertise with similar projects. Thank you for your consideration. If there are any questions or comments, please feel free to contact me at (760) 545-0162.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Beltran".

David Beltran, P.L.S.  
Project Manager



## SCOPE OF WORK

DCE will provide the necessary as needed, surveying services to the City of Imperial Public Services.

### Scope of services includes, but is not limited to the following:

- ◆ Attend a kickoff meeting with city staff.
- ◆ Research and obtain all existing survey maps and documentation. The city has ordered the Preliminary Title Reports (PTR), which will be available to the Surveyor.
- ◆ Prepare a topographic survey of the immediate surrounding area including existing above-ground utilities, buildings, ponds, and other structures. Include structures in properties immediately adjacent to the water treatment plant to determine their location relative to existing water treatment plant boundaries. Search and find all existing monuments as needed for the survey. If no monument is found, a note "searched, not found".
- ◆ Locate right-of-way boundaries.
- ◆ Prepare street right of way dedication (to the County of Imperial) documentation for La Brucherie Road inside the water treatment plant. Prepare legal descriptions. Note all existing easements or other encumbrances.
- ◆ Prepare a Record of Survey (ROS) for the water treatment plant and submit it to the County of Imperial Surveyor's office for review and approval. Tie the Record of Survey into found recorded monuments. Define the City of Imperial on the ROS and the part of 5<sup>th</sup> street (Banta Road) that was closed, which is part of the water treatment plant.
- ◆ Prepare exhibits for annexation of Banta Road (aka Fifth Street) and portion of Dhalia Street within the water treatment plant boundary area. Prepare legal descriptions.
- ◆ Install (6) monuments (if necessary) per the approved Record of Survey.
- ◆ All work will comply with the Subdivision Map Act and the Professional Land Surveyors' Act (latest edition).

**RECORD OF SURVEY, RIGHT OF WAY DEDICATION AND ANNEXATION FOR THE CITY OF IMPERIAL  
WATER TREATMENT PLANT (APN 064-020-025) PROPOSAL**

**COST PROPOSAL**

DCE will provide the services mentioned in the scope of work for a lump sum fee of **\$46,820.00**

**SCHEDULE**

A date-specific schedule will be provided at the project kickoff meeting. This schedule assumes ongoing coordination with the City of Imperial through the duration of the project and that all project data will be available within two weeks of the project kickoff meeting.

- |  |               |
|--|---------------|
| ◆ Project Kickoff Meeting:   | Week 1        |
| ◆ Research and obtain all existing maps and documentation:               | Week 2 - 3    |
| ◆ Prepare Topographical survey of pump station (200ft radius):           | Weeks 4 – 5   |
| ◆ Locate Right of Way boundaries   | Weeks 6 - 7   |
| ◆ Prepare Right of way dedication (to County of Imperial) documentation: | Weeks 7 - 8   |
| ◆ Prepare a Record of Survey (ROS) for the water treatment plant:        | Weeks 8 – 10  |
| ◆ Prepare exhibits for annexation of Banta Road and portion of Dhalia St | Weeks 10 - 12 |
| ◆ Install up to 18 monuments (if necessary) per approved ROS:            | Once approved |

**PROJECT PERSONNEL AND TEAM QUALIFICATIONS**

DCE proposes that David Beltran, P.L.S., be the Survey Manager and main contact for this project.

**PROJECT PERSONNEL AVAILABILITY**

The proposed design team will be available on this project as follows:

**Dynamic Consulting Engineers, Inc**

David Beltran, P.L.S. Land Surveyor, Availability for this project: 80%

Email: [dbeltran@dceinc.pro](mailto:dbeltran@dceinc.pro) , Phone: (760) 545-0162

Francisco Mayoral, L.S.I.T., Project Surveyor, Availability for this project: 40%

Email: [fmayoral@dceinc.pro](mailto:fmayoral@dceinc.pro), Phone: (760) 545-0162

Carlos Beltran, P.E., Project Manager and Lead Designer, Availability for this project: 15%

Email: [cbeltran@dceinc.pro](mailto:cbeltran@dceinc.pro) , Phone: (760) 545-0162

Isaac Gutierrez, Project Engineer/Survey, Availability for this project: 70%,

Email: [igutierrez@dceinc.pro](mailto:igutierrez@dceinc.pro), Phone: (760) 545-0162