

Request for Proposals

Technical Services related to Development and Adoption of Desired Future Conditions for Aquifers within Groundwater Management Area 15

Purpose of this Request for Proposals

The Victoria County Groundwater Conservation District (District) is soliciting detailed proposals from qualified parties (respondents) regarding their recommended approach to and qualifications for supporting the GMA-15 Committee (Committee) in its efforts to conduct all necessary and appropriate activities to develop and adopt desired future conditions (DFCs) for the relevant aquifers within Groundwater Management Area 15 (GMA 15) during the 4th Joint Planning Cycle.

The Committee will use the responsive proposals to (1) develop required budgets, (2) solicit funding from member districts, (3) develop a project plan for the completion of a finalized scope of work, and (4) identify preferred respondents.

GMA-15 Committee

The Committee is comprised of districts subject to the Texas Water Code Chapter 36 located completely or partially with the geographic boundaries of GMA 15 as defined by the Texas Water Development Board that have adopted, by October 12, 2023, the *By-Laws of the GMA-15 Committee* and the *Interlocal Agreement for Cost-Sharing by Member Districts of the GMA-15 Committee*. The following entities are eligible for inclusion in the Committee:

1. Bee Groundwater Conservation District,
2. Calhoun County Groundwater Conservation District,
3. Coastal Bend Groundwater Conservation District,
4. Coastal Plains Groundwater Conservation District,
5. Colorado County Groundwater Conservation District,
6. Corpus Christi Aquifer Storage and Recovery Conservation District,
7. Evergreen Underground Water Conservation District,
8. Fayette County Groundwater Conservation District,
9. Goliad County Groundwater Conservation District,
10. Pecan Valley Groundwater Conservation District,
11. Refugio Groundwater Conservation District,
12. Texana Groundwater Conservation District, and
13. Victoria County Groundwater Conservation District.

Scope of Work

The following schedule of tasks identifies the work to be completed by the technical consultant of the Committee:

Task 1. Attend meetings of Groundwater Management Area 15 on a quarterly basis.

- a. Develop and present written reports to the Committee describing the status of work tasks and identify any obstacles or issues adversely affecting the completion of tasks according to the work schedule approved by the Committee.
- b. Provide technical support and guidance to the Committee regarding parameters to be specified by the Committee to establish predictive runs of the approved groundwater availability model for GMA 15.

- c. Provide technical support and guidance to the Committee regarding approaches to evaluate predictive runs of the approved groundwater availability model for GMA 15.
- d. Compile and document the specifications of the Committee, including spatial and temporal distribution of pumping and related modeling assumptions, to be used to complete predictive runs of the approved groundwater availability model for GMA 15.
- e. Develop and present written reports to the Committee describing the results of the predictive runs of the approved groundwater availability model for GMA 15.

Task 2. Model groundwater availability associated with proposed DFCs

- a. Obtain the appropriate files and information from the Texas Water Development Board to model groundwater availability within Groundwater Management Area 15 that would result from the adoption and implementation of proposed DFCs developed by the GMA-15 Joint Planning Committee.
- b. Input all necessary parameters to model groundwater availability of proposed DFCs.
- c. After soliciting input from the Committee on a draft report, present a written report regarding groundwater availability related to proposed DFCs at a Committee meeting.

Task 3. Document aquifer uses and conditions within Groundwater Management Area 15 (36.108(d)(1))

- a. Gather necessary information from member districts and other sources to describe aquifer uses and conditions.
- b. Identify aquifer conditions or uses that substantially differ by geographic area.
- c. After soliciting input from the Committee on a draft report, present a written report regarding aquifer use and conditions at a Committee meeting.

Task 4. Document water supply needs and water management strategies in the state water plan (36.108(d)(2))

- a. Gather necessary information associated with Groundwater Management Area 15 to describe water supply needs and water management strategies in the state water plan.
- b. Identify the water supply needs and water management strategies directly related to groundwater resources in Groundwater Management Area 15.
- c. After soliciting input from the Committee on a draft report, present a written report regarding water supply needs and water management strategies at a Committee meeting.

Task 5. Document hydrological conditions within Groundwater Management Area 15 (36.108(d)(3))

- a. Gather necessary information to describe hydrological conditions within Groundwater Management Area 15 including total estimated recoverable storage as provided by the executive administrator, the average annual recharge, inflows, and discharge.
- b. Identify hydrological conditions that differ substantially by geographic area.
- c. Determine and describe hydrological conditions for each county, or portions of counties, within Groundwater Management Area 15.
- d. After soliciting input from the Committee on a draft report, present a written report regarding the hydrological conditions within Groundwater Management Area 15 at a Committee meeting.

Task 6. Document environmental impacts of proposed DFCs (36.108(d)(4))

- a. Gather necessary information to describe environmental impacts including impacts on spring flow and interactions between groundwater and surface water that would be caused by the adoption and implementation of proposed DFCs.
- b. Identify the environmental impacts within Groundwater Management Area 15 caused by the adoption and implementation of proposed DFCs.
- c. After soliciting input from the Committee on a draft report, present a written report regarding the environmental impacts within Groundwater Management Area 15 at a Committee meeting.

Task 7. Document impacts on subsidence of proposed DFCs (36.108(d)(5))

- a. Gather necessary information to describe impacts on subsidence that would be caused by the adoption and implementation of proposed DFCs.
- b. Identify the impacts on subsidence within Groundwater Management Area 15 caused by the adoption and implementation of proposed DFCs.
- c. After soliciting input from the Committee on a draft report, present a written report regarding impacts on subsidence within Groundwater Management Area 15 at a Committee meeting.

Task 8. Document socioeconomic impacts reasonably expected to occur with the adoption and implementation of proposed DFCs (36.108(d)(6))

- a. Gather necessary information to describe socioeconomic impacts reasonably expected to occur by the adoption and implementation of proposed DFCs.
- b. Identify the socioeconomic impacts reasonably expected to occur within Groundwater Management Area 15 by the adoption and implementation of proposed DFCs.

- c. After soliciting input from the Committee on a draft report, present a written report regarding socioeconomic impacts reasonably expected to occur with the adoption and implementation of proposed DFCs within Groundwater Management Area 15 at a Committee meeting.

Task 9. Document impacts on the interests and rights in private property by the adoption and implementation of proposed DFCs (36.108(d)(7))

- a. Gather necessary information to describe impacts on the interests and rights in private property, including ownership and the rights of management area landowners and their lessees and assigns in groundwater as recognized under Section 36.102, by the adoption and implementation of proposed DFCs.
- b. Identify the impacts on the interests and rights in private property by the adoption and implementation of proposed DFCs.
- c. After soliciting input from the Committee on a draft report, present a written report regarding impacts on the interests and rights in private property by the adoption and implementation of proposed DFCs within Groundwater Management Area 15 at a Committee meeting.

Task 10. Document the feasibility of achieving proposed DFCs (36.108(d)(8))

- a. Gather necessary information to describe the feasibility of achieving proposed DFCs.
- b. Identify the feasibility of achieving proposed DFCs.
- c. After soliciting input from the Committee on a draft report, present a written report regarding the feasibility of achieving proposed DFCs within Groundwater Management Area 15 at a Committee meeting.

Task 11. Document other information relevant to proposed DFCs (36.108(d)(9))

- a. Gather other necessary information relevant to proposed DFCs.
- b. After soliciting input from the Committee on a draft report, present a written report regarding other information relevant to proposed DFCs within Groundwater Management Area 15 at a Committee meeting.

Task 12. Document relevant comments and proposed revisions received by member districts during the public comment period and public hearings (36.108(d-2))

- a. Gather district summary reports from each member district in the Committee.
- b. Organize and develop a report of relevant comments, proposed revisions, and the basis for the proposed revisions contained within the member district summary reports.

- c. After soliciting input from the Committee on a draft report, present a written report regarding all relevant comments Groundwater Management Area 15 at a Committee meeting.

Task 13. Development of the DFC explanatory report (36.108(d-3))

- a. Gather information necessary to draft an explanatory report for the proposed DFCs that adequately describes and documents:
 - i. each proposed DFC,
 - ii. the policy and technical justifications for each proposed DFC,
 - iii. the consideration of factors listed in 36.108(d) by the Committee,
 - iv. the discussion of how the adopted DFC impact the factors listed in 36.108(d),
 - v. other DFCs considered and the reason those DFCs were not adopted, and
 - vi. the reasons why recommendations made by advisory committees and relevant public comments received by member districts were or were not incorporated in the proposed DFCs.
- b. After soliciting input from the Committee on a draft report, present a written DFC explanatory report to Groundwater Management Area 15 at a Committee meeting.

Task 14. Technical support to Committee after the adoption of DFC

- a. Provide technical assistance and support to the Committee in the event the adopted DFC is petitioned.
- b. Attend meetings and hearings associated with the preparation for and response to petitions of the adopted DFC.

Required Information for Proposal to be Considered Responsive

Respondents shall provide two, unbound, hard copies of their proposal and one digital copy of their proposal to the District before the submittal deadline.

Respondents shall include within its proposal a detailed description of the approaches, methods, and activities the respondent, as the technical consultant to the Committee, would employ to complete the scope of work. Each task of the scope of work shall be addressed by the respondent and shall include an estimation of the cost, duration, timing, deliverables, and responsibilities and requirements of other parties.

Respondents shall include within its proposal the names and qualifications of individuals proposed to provide technical services to the Committee including appropriate state registrations or licenses.

Respondents shall include within its proposal a list of relevant projects and clients including contact information for those clients that may be contacted for reference and verification of background.

Respondents shall include within its proposal a listing of customers to whom the respondent is currently or has previously supplied the same or similar services identified within this RFP.

Respondents shall include within its proposal a portfolio of past work related and relevant to the scope of work described within this RFP.

Respondents shall include within its proposal a written description of the opportunities and constraints involved with the delivery of the services identified within this RFP. In particular, the Committee is interested in the Respondent's views and professional judgment regarding the scope of work described and any need to expand or reduce the scope of work to successfully and efficiently accomplish the requirements associated with adopted in DFCs as established by Chapter 36 of the Texas Water Code.

To be considered a responsive submittal, the District must receive the complete proposal in the number and form requested by the submittal deadline.

Selection of Preferred Respondents and Alternate Preferred Respondents

The District shall submit all responsive proposals to the Committee for review and consideration at a meeting of GMA 15.

The Committee, or an approved subcommittee of the Committee, shall review the responsive proposal for the purpose of identifying preferred respondents that offer, in total, the highest combination of expertise, skills, qualifications, and experience related to successfully providing the services identified within this RFP.

The Committee, or an approved subcommittee of the Committee, may interview the individuals or firms that submitted responsive proposals for the purpose of identifying preferred respondents.

The Committee reserves the right to identify preferred respondents for each of the tasks identified under the Scope of Work.

The Committee reserves the right to identify alternate preferred respondents for each of the tasks identified under the Scope of Work.

The Committee shall evaluate the responsive proposals on various criteria including but not limited to the following:

- a. the quality and value of services proposed by the respondent for each task described in the scope of work,
- b. the quality of past projects, proposal, and presentation materials provided by the respondent,
- c. the ability, skill, and capacity of the respondent to complete the proposed tasks within required timeline for adopting DFCs,
- d. the experience and success of the respondent with similar or related projects,
- e. the past performance and prior dealings of the respondent with the member districts of the Committee,
- f. the feedback from references of the respondent, and
- g. the character, integrity, reputation, judgment, experience, location, and efficiency of the respondent.

Process and Timeline

The timeline presented below is based on future events and is subject to change.

Posting of RFP: July 17, 2023.

Submittal Deadline: September 15, 2023, at 3:00 PM.

Submittal Evaluation: September 18, 2023, to October 12, 2023.

Identification of Preferred Respondents: October 12, 2023.

Respondents should read and follow the instructions and requirements provided below. Failure to follow the instructions or satisfy the requirements may result in a rejection of a submittal as not responsive. Respondent bears the risk of delays in delivery.

Respondents shall mark and deliver submittals, by mail or hand delivery, no later than September 15, 2023, at 3:00 PM to Victoria County Groundwater Conservation District, 2805 N. Navarro St. Ste. 210, Victoria, Texas 77901. Late submittals will not be accepted.

Respondents shall not provide a submittal as an agent for another person or company unless the respondent specifies in the submittal that they are submitting as an agent.

Respondents are limited to those persons or firms qualified and engaged in a full-time business and can assume liabilities for any performance or warranty service required.

Respondents must disclose any financial interest or professional relationship with any member districts of GMA 15.

Any questions regarding this RFP shall be directed, by mail, to the Tim Andruss, GMA 15 Administrator c/o Victoria County Groundwater Conservation District, 2805 N. Navarro St., Ste 210, Victoria, Texas 77901 or, by electronic mail, at admin@vcgcd.org.

The GMA 15 Administrator shall post any clarifications or amendments to this RFP deemed appropriate by the GMA 15 Administrator or the District at the following web address: <https://www.vcgcd.org/groundwater-management-area-15>.

The GMA 15 Administrator shall post any clarifications or amendments to this RFP after August 31, 2023.

Award

The Committee may select one or more preferred respondents based on the evaluation of criteria contained in this RFP.

The Committee shall request that the District negotiate the terms of an agreement with one or more preferred respondents for the purpose of obtaining the technical services specified within this RFP for the Committee.

The District shall, only after receiving of the funds from member districts of the Committee committed to the joint planning effort of GMA 15 with the approval and adoption of the *Interlocal Agreement for Cost-Sharing by Member Districts of the GMA-15 Committee*, enter negotiations with preferred respondents to establish mutually agreeable terms for the provision of the services requested through this RFP and proposed in the proposal of the preferred respondents.

The District shall, only after failing to negotiate mutually agreeable terms and conditions with the preferred respondents, enter negotiations with alternate preferred respondents to establish mutually agreeable terms for the provision of the services requested through this RFP and proposed in the proposal of the alternate preferred respondents.

The Board of Directors of the District shall only consider and adopt agreements with preferred respondents that contain terms and provisions that are mutually agreed upon by the staff and legal counsel of the District and the respondent.