

# **GMA 8 Joint Planning Committee**

## **Request for Qualifications**

### **Professional Services Related to the Update of The Northern Trinity and Woodbine Groundwater Availability Model**

## **Section 1. Purpose of this Request for Qualifications**

The purpose of this Request for Qualifications (RFQ) is to solicit qualifications from interested parties (Respondents) regarding their recommended approach to and qualifications for supporting the Groundwater Management Area 8 (GMA 8) Joint Planning Committee (Committee) in its efforts to conduct all necessary activities to update and calibrate the Northern Trinity and Woodbine Aquifer Groundwater Availability Model (NTWGAM).

## **Section 2. GMA 8 Joint Planning Committee Background**

The Committee is comprised of the groundwater conservation districts subject to Texas Water Code, Chapter 36, that are located either completely or partially within the geographic boundaries of Groundwater Management Area 8, as defined by the Texas Water Development Board, including Central Texas Groundwater Conservation District, Clearwater Underground Water Conservation District, Middle Trinity Groundwater Conservation District, North Texas Groundwater Conservation District, Northern Trinity Groundwater Conservation District, Post Oak Savannah Groundwater Conservation District, Prairielands Groundwater Conservation District, Red River Groundwater Conservation District, Saratoga Underground Water Conservation District, Southern Trinity Groundwater Conservation District and Upper Trinity Groundwater Conservation District.

## **Section 3. Draft Scope of Work Items**

Pursuant to Chapter 2254, Texas Government Code (Professional Services Procurement Act), the selection of one or more Respondent(s) will be based on demonstrated competence and qualifications to perform the work described in the draft scope provided below. The selected Respondent(s) will be notified and will be required to put together a scope of services and proposal, which will include monetary/cost information, to be approved by the Committee prior to entering into a contract. Monetary or cost information should NOT be included in a response to this RFQ, and any responses, including monetary or cost information, will be rejected by the Committee. The NTWGAM was updated through local funding on a project that was completed in 2014. All Districts within GMA 8 have now collected more water level data, production data, and other information that Committee believes could provide a beneficial update to the existing NTWGAM.

The following items are the draft scope of services and is intended to give Respondents an idea as to the type of work the Committee is expecting to be performed. The scope items are subject to change following the selection of a consultant. After a Respondent(s) has been selected, the Committee will meet with the selected Respondent(s) and the Texas Water Development Board to discuss and finalize a Scope of Services for the Project. The Texas Water Development Board will be integral to this process and provide input and review throughout the project. The project will likely include, but will not be limited to, the following:

- a. Revise the NTWGAM model code to MODFLOW 6
- b. Use additional data (production, water level, etc.) collected within the modeling extents to calibrate/refine the NTWGAM.

- c. Calibrate the NTWGAM through 2020.
- d. After the NTWGAM has been updated and calibrated, the following runs will need to be performed:
  - Run 1 - Determine the amount of production that can occur in order to achieve the current GMA 8's DFC.
  - Run 2 - Determine what the GMA 8 DFCs would be assuming the current Modeled Available Groundwater values.
  - Run 3 - Determine the sustainable amount of production from the Trinity and Woodbine Aquifers.

#### **Section 4. Requirements for an SOQ to be Considered Responsive**

The Committee will require one (1) SOQ in digital format on compact disc or a flash drive. SOQs are limited to no more than 10 pages (single-sided). The 10-page limit does not include the resumes for the proposed team members working on the project.

Separate firms can team up in a single SOQ in order to provide all aspects of the work requested (administrative and technical services). If an SOQ consists of more than one (1) firm, then the SOQ shall clearly state the primary firm and the proposed responsibilities of each firm.

SOQs must include, but are not limited to:

- Identify the lead consultant in charge of the project in addition to other team members who will significantly contribute to the project.
- The resumes of said team members should be included as a supplement to the 10-page SOQ. Resumes must include any relevant professional licenses held by team members.
- Experience with relevant groundwater modeling projects.
- Other work, within the past 10 years, related and/or relevant to the scope of work described in Section 3 of this RFQ.
- A list of all current clients who Respondents are performing groundwater related work within the State of Texas.
- A list of references should be included in the SOQ.
- Any other information that the Respondents deem necessary and relevant.

To be considered responsive, submissions must be received by the advertised date and time with all of the required elements present and provided in the number and form requested. The Committee reserves the right to request further information it deems necessary to make a thorough evaluation.

#### **Section 5. Selection of Respondent(s)**

SOQs will be reviewed by the Committee for the purpose of identifying responsive SOQs and recommending those Respondent(s) offering, in total, the highest combination of qualifications and experience. The Committee, for the purposes of identifying and selecting a Respondent, may interview one or more Respondents in the Committee's sole discretion. The Committee reserves the right to select one or more Respondent(s) to complete all or part of the Tasks identified in the draft scope of work in Section 3.

The SOQs will be evaluated on various criteria related to the demonstrated competence and

qualifications of the Respondent, including but not limited to the following:

- a. Experience and success with similar or related projects;
- b. A list of references that may be contacted as deemed necessary by the Committee;
- c. Ability, capacity, skill, and organization of the Respondent to complete the Tasks in the draft scope set forth in Section 3; and
- d. The character, integrity, reputation, judgment, experience, location and efficiency of the Respondent.

## **Section 6. RFQ Process and Timeline**

The timeline presented below is estimated and is subject to change. After the submittal occurs, Respondents who would like to be updated on the timeline can contact [p.sigle@northtexasgcd.org](mailto:p.sigle@northtexasgcd.org) or [sodek@centraltexasgcd.org](mailto:sodek@centraltexasgcd.org).

The Committee may have the need to schedule a meeting with a Respondent during this time period to clarify or better understand the information provided in the submittal as part of the evaluation process. Respondents should anticipate the possibility of having to schedule, upon request from the Committee, at least one (1) meeting during this time period. The anticipated timeline for selecting a Respondent is as follows:

**Posting of RFQ: *October 3, 2022***

**Submittal Deadline: *November 18, 2022, at 3:00 PM***

**Selection of Respondent(s): *By December 31, 2022***

**Contract for the Work: Will be considered at the 1<sup>st</sup> GMA 8 meeting of 2023 after Respondents and Committee have agreed to a scope of work.**

Potential Respondents should read and follow the instructions and requirements provided herein. Failure to follow the instructions or satisfy the requirements may result in a rejection of Respondent's SOQ as not responsive. All SOQs shall be clearly marked and shall be delivered no later than November 18, 2022, at 3:00 PM to GMA 8 Joint Planning Committee Administrator, *c/o Paul Sigle, 5100 Airport Drive, Denison, Texas 75020*. Submittals should reference the due date and RFQ title on the face of the submitted envelope or package.

The Committee Administrator will accept SOQs before the submittal deadline at the time and place set in this RFQ and in these specifications. Respondent bears the risk of delays in delivery. Late submittals will not be accepted and will be returned unopened. Any submittals containing monetary or price information for services will be rejected.

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.

No employee or director of member districts of GMA 8 shall have a financial interest, directly or indirectly, in any contract; or be financially interested, directly or indirectly, in the final contract awarded.

In the event clarification or additional information is needed, contact: Paul Sigle, GMA 8 Joint Planning Committee Administrator, 5100 Airport Drive, Denison, Texas 75020, 855-426-4433, [p.sigle@northtexasgcd.org](mailto:p.sigle@northtexasgcd.org).

These specifications and future specifications may be downloaded from the GMA 8 website at no charge ([www.gma8.org](http://www.gma8.org)). The Committee does not participate in any electronic submittal services provided via the internet.

### **Section 7. Award; Reservation of Rights**

Based on the evaluation of criteria contained in this RFQ, the Committee may select one or more Respondent(s) with whom to negotiate a contract for a fair and reasonable price. The Committee intends to evaluate all qualifying SOQs to determine the most highly qualified Respondents, with selection being based on the cumulative results of the Committee rankings regarding the most highly qualified Respondents.

The Committee reserves the right to cancel or change any aspect of this RFQ, or to extend or re-open the RFQ process. The Committee may also separate its desired services and select different Respondents to complete such services. Nothing in this RFQ shall be construed as requiring the Committee, the GMA 8 districts, or the Administrative District to make a selection and enter into a contract. Respondents are solely responsible for all costs incurred in the preparation and submission of SOQs, and any other actions taken to respond to this RFQ.