

REQUEST FOR QUALIFICATIONS

Professional Technical Engineering and Consulting Services
for the South Fork Kings Groundwater Sustainability Agency

RFQ Issued: June 19, 2017

RFQ Submission Deadline: 4:00 p.m. July 7, 2017

June 2017



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1.0 BACKGROUND

On September 14, 2014, the Governor of California signed into law three bills collectively referred to as the Sustainable Groundwater Management Act (SGMA). In accordance with the SGMA, the County of Kings, Stratford Irrigation District, Empire West Side Irrigation District, City of Lemoore and Stratford Public Utility District have agreed to form a Joint Powers Authority designated as the South Fork Kings Groundwater Sustainability Agency (SFKGSA) with the intent to work together to implement the requirements of SGMA for a portion of the Department of Water Resources Bulletin 118 Tulare Lake Subbasin. It is currently anticipated that five additional GSAs will join SFKGSA in management of the Tulare Lake Subbasin.

As a joint powers authority, the SFKGSA has been established to sustainably manage the groundwater resources within a portion of the Tulare Lake Subbasin (Subbasin Number 5-22.12), which is located within the greater San Joaquin Valley Basin (Basin Number 5-22). In January 2015, the State Department of Water Resources ranked the San Joaquin Valley Basin (and therefore the Tulare Lake Subbasin) as one of the 21 most overdrafted groundwater basins in California. Accordingly, the San Joaquin Valley Basin is a "high-priority" groundwater basin for corrective action.

As required by the SGMA, the SFKGSA will be responsible for developing and implementing a groundwater sustainability plan (GSP) with coordination agreement or coordinated GSP in concert with the other GSAs in the Tulare Lake Subbasin. The GSP (or collectively the GSPs) must achieve the sustainability goal for the entire basin within 20 years of GSP implementation (by 2040) without adversely affecting the ability of adjacent basins to implement their respective GSPs or achieve their respective sustainability goals.

Per the GSP Emergency Regulations approved by the CA Water Commission on May 18, 2016, the GSP must include a physical description of the basin, including groundwater levels, groundwater quality, subsidence, and information on groundwater and surface water interaction; data on historical and projected water demands and supplies; and a description of how the GSP will be coordinated with other plans, including city and county general plans. In addition, the GSP must identify the specific projects and management actions that the local governments and water supply agencies will implement to prevent undesirable results; measurable objectives for monitoring GSP effectiveness; data monitoring, management and reporting provisions; and the milestones for GSP implementation. GSPs are prepared by GSAs and submitted to the State for approval, and high-priority subbasins such as the Tulare Lake Subbasin must submit GSPs by January 31, 2020.

If locals are unable or unwilling to sustainably manage their basin, the State Water Resources Control Board (SWRCB) can step in to protect groundwater using a process called state intervention. The SWRCB is responsible for setting and collecting fees to recover the costs associated with state intervention. On May 16, 2017, The Board adopted a resolution to adopt the Emergency Regulation for Implementation of the Sustainable Groundwater Management Act, which contains those fees. The fee schedule adopted, if applied to SFKGSA area, would cost overlying users of groundwater significantly more than current estimates under the local control option. As such, the greatest priority of the SFKGSA is to fully comply with the SGMA to avoid state intervention.

2.0 REQUEST FOR QUALIFICATIONS

This Request for Qualifications (RFQ) is being issued by the SFKGSA Board of Directors to retain a professional engineering and consulting firm, licensed in the State of California, to act as the overall technical engineering consultant for the SFKGSA with the responsibility to, but not limited to; plan and implement successful Proposition 218 and/or Proposition 26 elections; oversee, manage and coordinate preparation of a Groundwater Sustainability Plan (GSP), or relevant portion of a GSP, for the SFKGSA that meets all requirements of the SGMA and the GSP Emergency Regulations; coordinate with GSPs developed by adjacent GSAs; engage other technical teams on the use of a groundwater model currently being developed for the Tulare Lake Subbasin and any other tools approved by the SFKGSA or developed in coordination with adjacent GSAs.

The consultant may be assigned additional tasks by the SFKGSA that may or may not be directly related to the financing, preparation or implementation of the GSP.

The SFKGSA will not pay for any costs incurred in preparation and submission of the qualifications, or in anticipation of a contract.

3.0 QUALIFICATIONS SUBMISSION DEADLINE

Submittals shall be delivered to the following address on or before 4:00 pm July 7, 2017.

Attn. Eric Osterling
Kings River Conservation District
4886 East Jensen Avenue
Fresno, CA 93725

On the submittal, clearly mark the following:

Qualifications for Professional Technical Engineering and Consulting Services for the South Fork Kings Groundwater Sustainability Agency

ATTN: Eric Osterling, Program Administrator

No late submission will be accepted for any reason. No exceptions will be allowed.

4.0 QUALIFICATION SUBMITTAL REQUIREMENTS

Each submittal shall be limited to a maximum of 30 pages, inclusive of the cover letter, resumes, and any other supplemental materials. Qualifications shall be submitted in 3-ring binders or spiral/comb bound, tabbed, using 8 ½ by 11 paper, and minimum of 11 point font size. Prospective proposers shall submit three (3) hard copies, and one (1) PDF copy stored on a USB thumb drive, to the address noted above by the submission date and time. Electronic submittal of qualifications will not be accepted.

All firms wishing to be considered for this work shall include the following information in their qualifications, with a separate tab for each section:

1. **Cover Letter** - Limit cover letter to two (2) pages. Include in the cover letter, the office location where the project will be managed, and the name, title and location of the project manager.
2. **Statement of Qualifications** - Limit statement of qualifications section to no more than four (4) pages. Provide a brief summary of the proposer's understanding of the key characteristics of the position and demonstrating that the proposer is uniquely qualified to support preparation of a Groundwater Sustainability Plan and provide services and support related to any other SGMA needs of the SFKGSA.
3. **Project Team** - Include an organization chart illustrating the key project team members, the firms they are affiliated with, and the role each will serve on the project; clearly identify the name and title of proposed project manager; provide brief biographical sketches and resume for each key project team member and their office location. In this section, include summary information for each sub-consultant firm that has been identified for the project.
4. **Project Experience** - Include in this section a description for at least five projects that highlight the qualifications of the firm to prepare a Groundwater Sustainability Plan for

the SFKGSA. For the purposes of this RFQ, the SFKGSA desires to hire a firm that has experience working with water supply agencies within the Kings River region or surrounding watersheds that rely on conjunctive-use water resource management strategies to meet the water supply needs of multiple stakeholder groups, including agriculture, municipal, industrial, and domestic. Responding firms should specifically describe which GSAs they are currently under contract to perform work for and/or any other SGMA-related affiliations. In this section firms should be able to demonstrate their experience preparing multi-jurisdictional groundwater management plans, urban water management plans, integrated water resource management plans, groundwater monitoring programs, groundwater models, long-range water supply plans, stormwater conveyance and retentions programs, and surface conveyance and recharge programs.

5. **Project Approach** - In this section, provide a high level description of the proposed tasks that will be required to complete the many and varied elements of the Groundwater Sustainability Plan. Identify those tasks that will require the highest levels of participation and input from the member agencies of the SFKGSA, and those tasks that will require significant decisions by the member agencies of the SFKGSA. Describe your proposed approach for implementing SGMA and complying with the GSP Emergency Regulations in the SFKGSA region. Describe milestones, possible deliverables, and decisions by the SFKGSA related to preparing a GSP, or portion of a GSP covering the SFKGSA, with a target for submittal to the State by September 30, 2019.
6. **References** - Contact names and phone numbers for at least three (3) public agency references for whom the proposer has performed similar or related services within the past four years. Please include a brief description of the services provided, the duration of the project, the completion status of project, the total contracted fee for the project, and the agency contact name, title, phone number, and email.
7. **Fee Schedule** - Include a fee schedule listing the billing rates for all classifications of personnel and sub-consultants that may be assigned to the project. Be advised that the fee schedule shall be included as an attachment to any contract that may result from this selection process, and, therefore, the fee schedule should reflect billing rates that will remain in effect through September 30, 2019

All work associated with the preparation of the GSP and other tasks assigned by the SFKGSA shall be performed on a time and materials basis, under individual Task Orders

to be reviewed and approved by the SFKGSA Board of Directors, or their designee. All work shall be completed to the satisfaction of the SFKGSA Board of Directors, or their designee, within the time periods allocated for each Task Order and within the budget assigned to each Task Order.

5.0 QUALIFICATION REVIEW AND SELECTION PROCESS

The SFKGSA reserves the right to select a consultant based on its sole discretion, and that serves in the best interest of the SFKGSA. The SFKGSA will select only one consultant as the SFKGSA's technical engineering consultant, and the consultant may contract directly with one or more sub-consultants as necessary in coordination with the SFKGSA's Secretary (or functional equivalent). A review panel established by the SFKGSA Board of Directors will review and evaluate the qualifications submitted in response to this RFQ. Each qualifications submittal will be reviewed for the following, in no particular order of importance:

1. Quality and completeness of the qualifications submittal
2. Understanding of project requirements, and key project issues and challenges
3. Proposed approach for completing the project on schedule, efficiently, effectively and suitable for regulatory approval
4. Project team qualifications, experience with similar projects and potential for conflict of interest

Based on the findings and recommendations of the review panel, the SFKGSA may decide to perform in person or over the phone interviews with two or more proposers. If so, proposers will be notified with the details of the interview process.

Upon completion of interviews, should interviews be required, a recommendation will be presented to the SFKGSA's Board of Directors to contract with the consultant to perform the duties and responsibilities as the SFKGSA technical engineering consultant. Within a contract the selected firm should expect liquidation of damages, protection of data and privacy as well as other terms and conditions necessary to protecting the interests of the SFKGSA, its members and overlying beneficial users of groundwater.

6.0 RESERVATION OF RIGHTS

The SFKGSA Board of Directors reserves the following rights for this RFQ process:

1. Reject any and all Qualification submittals received.
2. Issue a subsequent RFQ.
3. Cancel the entire RFQ.
4. Remedy technical errors in the RFQ process.
5. Negotiate with any, all, or none of the Respondents to the RFQ.
6. Waive informalities and irregularities.
7. Accept multiple responses.
8. Make multiple recommendation(s) to the SFKGSA Board of Directors.
9. Request additional information or clarification from any or all proposers.
10. All qualifications submittals and their contents will become the property of the SFKGSA.

7.0 SCHEDULE

The SFKGSA Board of Directors desires to have a fully executed agreement completed with the selected firm(s) by no later than July 31, 2017.

8.0 CONTACT INFORMATION

All requests, questions or other communications regarding this RFQ shall be made in writing to Mr. Eric Osterling via email eosterling@krcd.org or U.S. Mail. All questions and responses related to the RFQ will be distributed to all firms that have requested a copy of the RFQ.

Proposers are advised that they are limited to communicating with Mr. Eric Osterling exclusively during the conduct of this RFQ process, and are prohibited from communicating with any representatives of the SFKGSA member agencies regarding the RFQ. This communication restriction applies from the time the Public Notice is published for this RFQ until the SFKGSA Board of Directors approves the final agreement for services with the selected firm(s), decides to reject all qualification submittals, or cancels this RFQ process. Violation of

this provision by any Proposer and/or their agent may lead to disqualification of the Proposer's Qualifications submittal from consideration.