



**Request for Qualifications
for Selection of a Vendor to Provide Consulting Services,
Custom Programming and Integration Services
Related to a Water Well Management System for North Texas Groundwater
Conservation District and Red River Groundwater Conservation District**

Introduction

Pursuant to Chapter 2254 of the Texas Government Code, the purpose of this Request for Qualifications (“RFQ”) is to solicit information that will form the basis for North Texas Groundwater Conservation District’s (“NTGCD”) and Red River Groundwater Conservation District’s (“RRGCD”) (“the Districts”) selection of qualified firms to provide professional services associated with custom programming and integration of services related to a water well management system. Both Districts, through mutual understanding, have agreed to work together to select a vendor that can work with the Districts to maintain and make any necessary improvements to the Districts well management system, DripDrop.

Background

The creation of the RRGCD and NTGCD were authorized in 2009 by the 81st Texas Legislature. The Districts were formed to protect the groundwater resources for the citizens within the District boundaries. Beyond their enabling legislation, the Districts are governed primarily by the provisions of Chapter 36 of The Texas Water Code. The Woodbine and Trinity aquifer formations are the largest aquifers which fall within the jurisdiction of both Districts. The Districts are also both fee based and have similar operational attributes.

The Districts agree these similarities will facilitate the creation of a standard GIS database structure that both Districts can begin with and then add customized features depending on individual district needs. By using this process, each district strives to achieve cost savings, allowing each district to upgrade their well management systems. The purpose of the well management system will be to assist each District in accomplishing their mission, as well as assist in documenting and achieving the requirements of their management plan. In 2016, the Districts begin the process of creating a joint well management system through a Request for Qualifications. DripDrop, the Districts well management system, was launched in 2020.

Scope of Services

The Districts are soliciting qualifications in response to selecting a vendor to provide consulting services, software, custom programming and integration services related to DripDrop. The services of the consultants in response to this RFQ shall include:

- 1) Maintaining and making general improvements as needed.
- 2) Development of a permitting module that includes but not limited to:
 - a) Tracking production vs permitted amount.
 - b) Provides updates of remaining amount after reporting production each quarter.
 - c) Create quarterly production reports for the Districts.
- 3) Improvements to the billing process to minimize staff time.
- 4) Make other improvements as requested by the Districts.

RFQ Approach

The Districts, which are political subdivisions of the State, follow the State of Texas' Procurement Procedures for Professional Services under Chapter 791 of the Texas Local Government Code. Responses to this RFQ will be collected and evaluated in accordance with the criteria specified. After final selection, the Districts' will negotiate with the firms to define the cost schedules, terms, and conditions that will apply to the contract work. Once an agreement is reached, the contract may be executed. Firms under contract will not be guaranteed any specific amount of work.

Once qualifications have been evaluated by the Districts, proposers may be asked to submit and/or present an example of their system functionality to determine system capabilities prior to vendor selection.

Requested Information

In order to evaluate your qualifications please address the following information.

1. General description of company:

Firm Name, address, phone number, fax, number, branch, subsidiary, type of ownership, year firm established, firm principals (including names, titles, address, and phone no.)

Former company name(s) and address

Name of Parent Company, address

Type of Entity

Local Office Descriptions anticipated to actively support the project

- Location
 - Services Offered
 - Area of Expertise
 - Title of staff anticipated to actively support the Water Well Management project.
2. Project descriptions performed demonstrating the experience and level of expertise proposed under this solicitation. Provide Project Name and location, project description, firms or subcontractor's role and services provided.
 3. Contact information for references of clients for whom the company has provided professional services in the past five (5) years relative to the work scope provided herein, include contact name, job title, and telephone number. Each District reserves the right to pursue other references it deems necessary to make a thorough evaluation.
 4. Services proposed for this solicitation.
 5. Computer requirements to operate proposed system including mobile applications or any additional software requirements.

Selection

The following is a list of criteria that will be used in evaluating qualifications. Each company will be evaluated on their qualifications. Together the General Managers of each District will review the applications and present a recommendation to each Board of Directors. The General Managers shall be the sole judge of the relative weight of the evaluation criteria. The order of this list in no way represents which criteria are more important.

1. Relevant experience of the firm
2. Relevant experience of the project principal, proposed staff
3. Ability to respond
4. Work plan and project approach
5. Compatibility with current GIS systems and work practices
6. Detail of data backup services available

Submittal Qualifications

Qualified and interested firms with proven and past GIS database experience should submit to contact person a hard copy and an electronic copy of all requested information to the address listed no later than 3:00 PM, Friday, December 15, 2023.

Contact Person

All proposers will direct all questions or concerns regarding this RFQ to the following contact:

Paul Sigle

General Manager

5100 Airport Dr.

Denison, TX 75020

Phone: (855) 426-4433

Email Address: paul@gtua.org