

Central Texas Groundwater Conservation District Request for Qualifications (RFQ) for Legal Counsel

Introduction

The Central Texas Groundwater Conservation District (District) is a groundwater conservation district created by the Texas Legislature in 2005. The District's mandate is to conserve, protect, and enhance all groundwater resources within Burnet County, Texas, pursuant to Chapter 36 of the Texas Water Code, the District's enabling act, and other applicable laws of the State of Texas.

The District requests statements of interest and qualifications from qualified firms to provide general counsel and related legal support services. The selected firm shall employ members that are licensed to practice law with the State Bar of Texas.

Scope of Legal Services

- General Counsel
- Rulemaking: including amending existing rules and creating new rules
- Operational Procedures: including compliance with Texas Open Meetings Act, Public Information Act requests, contracting, elections, taxation
- Permitting: including administrative and judicial hearings, mediation
- Legislative: including legal analysis, practical response to policy

Statement of Interest and Qualifications

Submissions should include the following qualifications:

- Overview of Firm
- Experience in General Counsel
- Experience in Special Counsel
- Representation – Specifically for Groundwater Districts
- Experience Writing District Rules and Operations
- Experience with Groundwater Legislation
- Personal Background Information

- Any Recent Publications Regarding Groundwater
- Conflicts of Interest
- Anti-boycott Israel certification
- Fees for Services

The Respondent, if selected, will be expected to routinely attend in-person Board meetings and be regularly available by telephone and email with the General Manager.

Submittal and Selection

Final selection of a firm will be made by the District's Board of Directors.

Respondents may be asked to perform an interview before the Board or a subcommittee of the Board in-person or by telephone.

Please direct any inquiries regarding this solicitation to Mr. Mitchell Sodek, General Manager of the District, by telephone at (512) 756-4900, or by email at sodek@centraltexasgcd.org.

Interested parties are asked to submit their RFQ responses to the District by **4:00 p.m. on Friday August 30, 2024**. Submittal of RFQ responses may be emailed, hand delivered, or mailed via US Postal Service to the following address:

Central Texas Groundwater Conservation District
P.O. Box 870
Burnet, Texas 78611

Hand delivery:
225 S. Pierce St. Suite 104
Burnet, TX 78611

Emailed: sodek@centraltexasgcd.org

It is expected that the Board will make a selection and begin engagement by November 1, 2024.