

Cow Creek Groundwater Conservation District



P.O. Box 1557
Boerne, Texas 78006
(830) 816-2504 Fax (830) 816-2607
www.ccgcd.org

Request for Qualifications for Hydrogeological Services

Pursuant to Chapter 2254 of the Texas Government Code, the purpose of this Request for Qualifications ("RFQ") is to solicit information that will be the basis for the Cow Creek Groundwater Conservation District's ("CCGCD") selection of qualified persons/firms to provide professional services for CCGCD's hydrogeological assessment needs to determine estimates of exempt use.

Scope of Services

The Cow Creek Groundwater Conservation District is charged with managing the groundwater in Kendall County, Texas, by providing for the conservation, preservation, protection, recharging, and prevention of waste of the groundwater resources within its boundaries under Chapter 36 of the Texas Water Code and CCGCD's enabling act. In furthering its duty of managing the groundwater in Kendall County, CCGCD seeks to engage an engineering/hydrology/geology firm to assist the District in determining current and projected exempt groundwater use estimates for Kendall County. The exempt uses include domestic, livestock, mining, and rig supply. The exempt use estimates shall be based on the best available information and science, including, but not limited to the Texas Water Development Board Groundwater Database (GWDB), the TWDB Water Use Survey, the State Water Plan (SWP), the newest projected demand estimates for the upcoming SWP, the District's own records, and population data from the Texas Demographic Center. The estimates must be separated by exempt use and aquifer. The determined estimates shall be independent of and distinguished from the TWDB Projected Exempt Groundwater Use Estimates for Groundwater Management Area 9.

Schedule

Responses to this Request for Qualifications are due to CCGCD by **5:00 P.M. on February 28th, 2025.**

RFQ Approach

CCGCD, as a political subdivision of the state, follows the State of Texas' Procurement Procedures for Professional Services and therefore, can not evaluate engineering services on the cost of services. Engineering services must be evaluated only on the quality and experience of the company and its employees. Therefore, do not submit any pricing information with this RFQ. Failure to follow these instructions will result in the disqualification of a firm's statement of qualifications.

Responses to this RFQ will be collected and evaluated in accordance with the criteria specified. After final selection, staff 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 will be executed. Firms under contract will not be guaranteed any specific amount of work. Recommended contract

amounts will be determined based on the anticipated amount of work for the particular engineering disciplines.

Information Requested

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 CCGCD projects

- Location
- Services Offered
- Area of Expertise
- Title of staff anticipated to actively support CCGCD projects

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. The CCGCD reserves the right to pursue other references it deems necessary to make a thorough evaluation.

4. Services proposed for this solicitation.

Selection

The following is a list of criteria that will be used in evaluating qualifications. Companies will be evaluated on their qualifications and not price. The CCGCD 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 CCGCD culture and work practices.

Submittal of Qualifications

Submittals shall be delivered to:

Micah Voulgaris
General Manager
Cow Creek Groundwater Conservation District
P.O. Box 1557
Boerne, Texas 78006
(830) 816-2504
manager@ccgcd.org