

# **KINNEY COUNTY GROUNDWATER CONSERVATION DISTRICT**

## **REQUEST FOR QUALIFICATIONS (RFQ) PROFESSIONAL SERVICES RELATED TO HYDROGEOLOGY AND GROUNDWATER MANAGEMENT**

### **1. GENERAL INFORMATION:**

In 2001, the Texas Legislature authorized the creation of the District through House Bill 3243, and the voters of Kinney County confirmed the creation of the District in January 2022, with 87% of the voters casting favorable ballots.

The mission of the District is to develop, promote and implement water conservation and management strategies to conserve, preserve, and protect the groundwater supplies of the District, to protect and enhance recharge, prevent waste and pollution, and to promote efficient and beneficial use of groundwater within the District.

The District exercises the powers granted and authorized to use by and through the special and general laws that govern it, including Chapter 36, as amended, of the Texas Water Code.

The District has the statutory authority to adopt a management plan, undertake various studies, determine aquifer conditions, issue permits for non-exempt wells, regulate production and well spacing and adopt rules.

The District requests Statements of Qualifications, in accordance with its statutory authority, from qualified professional hydrogeologist firms to provide services in connection with the District's statutory authority. This procurement is made in accordance with the Texas Professional Services Procurement Act.

### **2. BACKGROUND:**

Located in Southwest Texas, the boundaries of the District are the same as Kinney County. Major aquifers located in part in Kinney County are Edwards, Edwards Trinity and Austin Chalk.

Since 2012, the District has been actively collecting groundwater data, and investigating groundwater resources. The District currently has 54-well monitoring sites, with 31-of these equipped with View-Link.

### **3. OBJECTIVES:**

The objective of this RFQ is to solicit information from qualified parties regarding their abilities, experience, and credentials relevant to providing professional services related to groundwater management and hydrogeology.

The District will consider the information provided to identify a preferred party to negotiate terms for providing the services required by the District.

**4. SCOPE OF SERVICES:**

The following services will be required, such as service as a technical consultant, and shall be responsible for assisting the General Manager, Engineer, and Board of Directors with ongoing and potential studies and programs focused on the collection and analysis of scientific data regarding the aquifer systems and impacts on the groundwater resources of Kinney County.

In addition to various projects, the District will, from time to time, require the assistance of the Hydrogeologist in the review of water well permit applications, providing scientific and technical reports and providing professional opinions regarding activities that may impact the groundwater resources within the District. Additionally, he/she may be required to provide scientific and technical reports and advice as requested by the General Manager and/or the Board of Directors.

Requirement to attend meetings with the General Manager, Engineer and regular or special meetings of the Board of Directors when requested, and be available for consultation as needed.

**5. SUBMITTAL OF QUALIFICATIONS:**

Responses to this RFQ should be submitted both electronically and on an 8.5 by 11-inch paper, bound securely. Content should contain the following:

- a. Title of the RFQ.
- b. Introductory Letter, to include name and contact information.
- c. General statement of qualifications.
- d. Years in business, if less than 5-years, previous experience.
- e. Registrations, licenses and certifications for any key individuals who may be assigned to District work.
- f. Description of previous work similar to this request, including a list of projects if applicable, for groundwater conservation districts.
- g. Description of experience involving the aquifers in Kinney County.
- h. A list of three (3) references.

**6. LITIGATION/ETHICS:**

- a. Disclose any current/pending litigation settled or disposed of within the last three (3) years.
- b. Provide details of any ethics violations or board actions within the past three (3) years.
- c. Proof of insurability – describe professional liability insurance.
- d. Conflict of Interest – a statement that he/she is not aware of any existing conflicts of interest with the District, it's General Manager or Board of Directors.

**7. SUBMITTAL PROCESS:**

Interested parties are to submit one (1) original, and one (1) electronic copy to be received by the District no later than May 9, 2025 at 12-noon.

Mail Delivery: \_\_\_\_\_

Email:

Kinney County Groundwater Conservation District  
Attn. Genell Hobbs, General Manager  
P.O. Box 369  
Brackettville, TX 78832

kinneyh2o@att.net

Upon receipt by the District, each submittal will be stamped with the date and time received and stored unopened in a secure place until the submittal opening. All submittals become the property of the District, who will hold the contents of all statements confidential until an award is made.

**Submittals must NOT include any cost quotations at this point in the selection process.**

**8. BASIS OF SELECTION:**

The District may require additional information after the review of the initial information received. Interviews shall be conducted individually with those who provide a submittal, and who are determined reasonably qualified for hiring. The District reserves the right to reject any and all submittals and does not guarantee a contract will be awarded.

All costs associated with the preparation of statements of qualifications, site visits, presentations, and any other costs are the responsibility of the interested party(s).

**9. METHOD OF EVALUATION:**

The District shall determine, in its sole discretion, the proposals best qualified to perform the required services, based on but not limited to, a consideration of the following evaluation criteria:

- a. Responsiveness to requirements of this RFQ.
- b. Relevant experience, expertise, and qualifications as relates to the aquifers of the District.
- c. Relevant experience, expertise, and qualifications in developing GCD Management Plans.
- d. Experience relevant to rule making of technical aspects of the GCD rules relating to well spacing, productions limits, hydrogeologic investigations, and management zones.
- e. Experience, expertise, and qualifications supporting GCD Board decisions, based on hydrogeologic investigation reports.
- f. Experience testifying on behalf of a GCD on a contested case.
- g. Experience and qualifications within Groundwater Management Areas (GMA's).
- h. Experience working for other Districts in GMA 7 and GMA 10, along with Region J.
- i. Experience in developing Desired Future Conditions.
- j. Responsiveness and access to client...proximity to KCGCD office.
- k. Ability to attend in person meetings, from time to time.
- l. Accessibility to General Manager, staff calls and emails.

Those providing a submittal shall be selected by the Board of Directors of the District, based on demonstrated competence and qualifications to perform the services, as provided herein.

Please direct any inquiries regarding this solicitation to Genell Hobbs, General Manager – 830-563-9699 -[kinneyh2o@att.net](mailto:kinneyh2o@att.net), or Wes Robinson, President of the Board of Directors – 830-563-0237 – [countyatlarge@icloud.com](mailto:countyatlarge@icloud.com)