

REQUEST FOR QUALIFICATIONS (RFQ)

Conservation Consultant Services

Gonzales County Underground Water Conservation District

RFQ No. 20251120

Issue Date: November 20, 2025

I. Introduction

The Gonzales County Underground Water Conservation District ("District" or "GCUWCD") is soliciting Statements of Qualifications (SOQs) from qualified individuals or firms to provide professional conservation consulting services. The selected consultant will support the District in evaluating, developing, and implementing groundwater conservation programs, best management practices, and public outreach initiatives consistent with the District's mission to protect, conserve, and manage groundwater resources within Gonzales County.

This RFQ is issued in accordance with Texas Water Code requirements and applicable state procurement standards. Selection will be based solely on demonstrated qualifications, experience, and technical competence.

II. Background

GCUWCD manages and protects groundwater resources within Gonzales County. The District oversees groundwater production, permitting, education, conservation programs, and compliance with District rules and regional/state planning objectives. The District seeks a consultant to assist with conservation program development, technical analysis, planning, and specialized groundwater expertise.

III. Scope of Services

The consultant shall provide comprehensive conservation consulting services aligned with groundwater resource management, District regulatory requirements, and best conservation practices. The level of detail and technical specificity in the proposal should reflect the consultant's qualifications to support District programs at both strategic and operational levels. The consultant may be required to perform the following services:

A. Conservation Program Development

- Develop comprehensive conservation strategies consistent with the District Management Plan and Texas Water Code requirements.

- Identify, evaluate, and recommend groundwater conservation best management practices (BMPs) suitable for agricultural, municipal, industrial, and rural well owners.
- Conduct comparative analyses of BMP effectiveness across other groundwater conservation districts.
- Develop implementation plans including timelines, resource needs, and measurable performance indicators.
- Provide recommendations for rule amendments or new conservation-related policies.

B. Technical Support & Data Analysis

- Evaluate groundwater production data, historical use trends, and conservation performance metrics.
- Conduct analysis supporting conservation targets, anticipated production patterns, and long-term aquifer sustainability.
- Assist with hydrologic modeling inputs, GAM updates, and technical documentation supporting Desired Future Conditions (DFCs).
- Develop dashboards, spreadsheets, or other decision-support tools for tracking conservation outcomes.

C. Public Outreach & Education

- Develop educational materials including brochures, fact sheets, presentations, and digital content tailored to local groundwater users.
- Conduct workshops, stakeholder meetings, and community educational sessions.
- Assist with school-based conservation programs and youth outreach.
- Provide Spanish-language materials when beneficial for community access.

D. Regulatory & Planning Support

- Provide guidance on District compliance with state water planning processes (TWDB, regional planning groups, GMA participation).
- Assist with drafting language for rule updates, management plan revisions, and policy documents.
- Conduct evaluations of consistency with DFCs and MAGs and propose conservation-related adjustments.
- Coordinate with regional entities, stakeholders, and production permit holders on conservation matters.

E. Special Projects (as assigned)

- Conservation impact studies related to drought, pumping patterns, or emerging groundwater concerns.
- Support drought contingency planning and demand-reduction strategies.
- Grant writing and grant compliance support for federal, state, or cooperative conservation funding.
- Evaluation of conservation technologies such as advanced metering, leak detection, or efficiency programs.
- Conservation impact studies
- Benchmarking against other groundwater districts
- Drought response program support
- Grant writing or grant-related compliance assistance

IV. Qualifications

Respondents should demonstrate:

- Experience working with groundwater districts, water utilities, or natural resource agencies.
- Technical expertise in conservation, hydrology, water resource management, or related fields.
- Knowledge of Texas water law and groundwater permitting frameworks (preferred).
- Ability to communicate technical information clearly.
- A record of developing conservation programs, analyses, and educational materials.
- Relevant professional licenses or certifications.

V. Submission Requirements

SOQs must include:

1. Cover Letter – Contact information and summary of qualifications.
2. Firm/Consultant Profile – Description of expertise, history, and personnel.
3. Relevant Experience – Project descriptions and experience with similar work.

4. Project Team – Roles, credentials, and resumes of key personnel.
5. Approach & Methodology – Description of proposed conservation consulting approach.
6. References – At least three relevant clients with contact information.
7. Administrative Information – Conflict disclosures, proof of insurance, and related items.

VI. Selection Process

The District will evaluate submissions based on:

- Qualifications and expertise
- Technical competence
- Understanding of groundwater conservation
- Quality of proposed approach
- Past performance
- Availability of personnel

Interviews may be conducted at the District's discretion. Final scope and fee negotiation will occur after selection of the most qualified respondent.

VII. Submission Instructions

Submission Deadline: December 31, 2025

Delivery Method:

- Physical Submission:
Gonzales County Underground Water Conservation District
Attn: Ms. Laura Martin, General Manager
Address: P.O. Box 1919
522 Saint Matthew Street
Gonzales, TX 78629
- Electronic Submission (if applicable):
Email: generalmanager@gcuwcd.org
Subject: "RFQ – Conservation Consultant Services – [Firm Name]"

Late submissions will not be accepted.

8. Questions & Clarifications

All inquiries must be submitted in writing to:

Contact: Ms. Laura Martin, General Manager

Email: generalmanager@gcuwcd.org

Question Deadline: December 30, 2025

Responses may be posted publicly or distributed to all known RFQ holders.

9. District Rights

The District reserves the right to:

- Reject any or all submissions
- Waive informalities
- Request additional information
- Negotiate terms with the selected consultant
- Cancel or revise the RFQ

10. Tentative Schedule

Milestone	Date
RFQ Issued	November 20, 2025
Deadline for Questions	December 30, 2025
SOQ Submission Deadline	December 31, 2025
Evaluation Period	January 02, 2026-January 13, 2026
Interviews (if held)	January 12, 2026-January 13, 2026
Selection & Notification	January 13, 2026-January 14, 2026