

## **BRUSH COUNTRY GROUNDWATER CONSERVATION DISTRICT**

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

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

The mission of the Brush Country Groundwater Conservation District (“District”) is to preserve and protect the groundwater resources within its boundaries. The District manages groundwater to protect private property rights, balance conservation and development of groundwater to meet the needs of this state and use best available science in the conservation and development of groundwater.

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, and Texas Special District Local Laws Code Chapter 8852.

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 South Texas, the District’s boundaries include the counties of Brooks, Jim Wells (excluding the city limits of Alice, Texas), Jim Hogg, and a portion of northern Hidalgo County. The District primarily regulates water wells completed in the Gulf Coast Aquifer.

#### **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 services required include assisting the General Manager 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 Brush Country.

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, and developing regulatory requirements to assist the District with the management of groundwater. 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.

The District may require the hydrogeologist's attendance at meetings with the General Manager, and regular or special meetings of the Board of Directors, when requested.

**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, and 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 Brush Country.
- 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 January 26, 2026 at 12-noon.

Mail Delivery:  
Brush Country Groundwater Conservation District  
732 W. Rice Street  
Falfurrias, TX 78355

Email:  
[lpna@brushcountrygcd.com](mailto:lpna@brushcountrygcd.com)

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, which will hold the contents of all statements confidential until an award is made.

**Submittals must NOT include any cost quotations.**

**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 16 along with Regions N & M.
- i. Experience in developing Desired Future Conditions.
- j. Responsiveness and access to client, including proximity to the BCGCD office.

- k. Potential conflicts of interest
- l. Ability to attend in person meetings, from time to time.
- m. Accessibility to General Manager, staff calls and emails.

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

Please direct any inquiries regarding this solicitation to:

Louie Pena, General Manager  
Phone: (361) 701-9381  
Email: [lpena@brushcountrygcd.com](mailto:lpena@brushcountrygcd.com)