

# SOLANO SUBBASIN GROUNDWATER SUSTAINABILITY AGENCY

## NOTICE

August 10, 2017

### REQUEST FOR PROPOSALS FOR PROPOSITION 1 PROPOSAL SOLICITATION PACKAGE ASSISTANCE FOR GROUNDWATER SUSTAINABILITY PLANS AND PROJECTS

Total Project Estimate: \$25,000  
Responses due September 1, 2017

#### I. Introduction and General Information

The Solano Subbasin Groundwater Sustainability Agency (Solano GSA) is seeking Requests for Proposals from highly qualified consultants to complete a portion of a proposal solicitation package (PSP) for the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1) for the purposes of developing a Groundwater Sustainability Plan for the Solano Subbasin. Specifically, we are looking for a firm to complete the Work Plan, attachment 4 of the PSP.

The Guidelines for the PSP can be found at: <http://www.water.ca.gov/irwm/grants/prop1index.cfm>. The PSP is not a stand-alone document, additional information from the 2015 SGWP Grant Program Guidelines will be required to complete the PSP. Release of the Final PSP Guidelines is anticipated in August of 2017. The end of Phase I continuous filing for this PSP is anticipated to be October, 2017.

The Solano GSA is collaborating with the other Groundwater Sustainability Agencies (GSAs) in the Solano Subbasin and will act as the point of contact for this RFP and any subsequent agreements resulting from this process. Staff from the GSA's within the subbasin will complete the PSP, apart from the Work Plan, and anticipate submittal of the PSP to DWR during the Phase I continuous filing.

#### II. Selection Process

The Solano GSA will coordinate with the other GSAs in the Solano Subbasin to review RFPs submitted and develop a short list of consultants who will be invited to participate in an interview process. The firm with the highest combined score from the RFP and interview process will be selected to develop the PSP. A multi-disciplinary firm is a must; utilizing sub-consultants for distinct phases of the PSP is acceptable. A well thought out Work Plan will be required for this PSP. **No firm has been pre-selected to develop the Work Plan for the PSP**; we are looking forward to a competitive process to have a well-qualified list of proposals to choose from.

### **III. Evaluation Criteria**

The following criteria listed below will be used to evaluate the qualifications of consultants:

- A. The consultant shall demonstrate a strong working knowledge of the Sustainable Groundwater Management Act, the Proposition 1 PSP for Groundwater Sustainability Plans and Projects, and the SGWP Grant Program Guidelines.
- B. The consultant shall demonstrate a proven track record of working with multiple local public agencies and diverse stakeholders.
- C. The consultant shall demonstrate the ability to complete work products in a timely manner and within quoted budget.

### **IV. Additional Information Required**

The following information must be submitted in the RFP:

- A. State the location of the office from which the work will be done.
- B. Identify the staff who will work on the project. Resumes including relevant experience should be included (the resumes may be included as an appendix).
- C. Describe recent experiences similar to this request.

### **V. Time Considerations and Requirements**

- A. RFP submittal: September 1, 2017, 5:00 PM.
- B. An electronic copy (Microsoft Word or Adobe PDF formats acceptable) can be mailed or sent to the email address below.

If RFP is larger than 10 MB, it can be uploaded to SCWA's FTP site. Please send an email request to [clee@scwa2.com](mailto:clee@scwa2.com) for log in information.

Send RFPs to: Chris Lee  
Principal Water Resources Specialist  
Solano County Water Agency  
810 Vaca Valley Parkway, Suite 203  
Vacaville, CA 95688

If you have any questions, please contact Chris Lee at (707) 451-6090 or by email at [clee@scwa2.com](mailto:clee@scwa2.com).