

**SOLANO COUNTY WATER AGENCY URBAN WATER
CONSERVATION COMMITTEE
REQUEST FOR PROPOSAL**

**IMPLEMENTATION OF A REGIONAL LARGE LANDSCAPE
WATER BUDGET PROGRAM IN SOLANO COUNTY**

**Responses to this Request for Proposal must be received by 5:00 pm on
Monday, September 18, 2017**

Introduction

The Solano County Water Agency (SCWA) is soliciting firms to submit proposals to administer the implementation of a Regional Large Landscape Water Budget Program. The primary purposes of the water budgets are to reduce consumption and increase water use efficiency on large landscapes such as parks, golf courses, schools, and memorial parks. Landscape water efficiency is a key focus of efforts to reduce water use, whether in drought conditions or under more normal circumstances. Each of the utilities serving the communities in Solano County has a responsibility to ensure that water is used efficiently in irrigating large landscapes.

Scope of Work

The final scope of work will be negotiated with the selected firm. The scope of work listed below is preliminary and may be changed based on input from the firm chosen to complete the project.

1. Identify non-residential accounts with dedicated irrigation meters and assign ETo-based water use budgets.
2. Develop and help implement a strategy targeting and marketing large landscape water use surveys to commercial/industrial/institutional accounts with mixed-use meters.
3. Provide notices each billing cycle to accounts with water use budgets showing the relationship between the water budget and actual use.
4. Offer site-specific technical assistance to reduce water use and increase water use efficiency to those accounts that are 20% or greater over budget.
5. Review each meter for reasonable function and inclusion in the billing system of the city it serves.
6. Develop a data management system to incorporate water survey data.

Required Responses

1. Your firm's direct experience in designing and managing a large landscape water budget program

2. Resumes identifying experience pertinent to the project of key personnel who would be assigned to this project.
3. A proposal for conducting the project that details tasks necessary to complete the project and estimated labor hours for each task. Final scope of work will be negotiated with the selected firm.
4. Company labor rates for the classifications that will be involved in the project.

Submittals

Responses to this Request for Proposal must be received by **5:00 pm on Monday, September 18, 2017**. Three (3) copies of the submittals will be required. Responses are to be sent to:

Andrew Florendo, Water Conservation Coordinator
Solano County Water Agency
810 Vaca Valley Parkway, Suite 203
Vacaville, CA 95688

All firms submitting proposals will be invited to an interview **Wednesday, September 27, 2017**. The contract is expected to be awarded at the October 12, 2017 Solano County Water Agency Board Meeting.

The project has been budgeted for \$70,000 for FY 2017-18.

If you have any questions, please contact Andrew Florendo at 707-455-1111 or by e-mail at aflorendo@scwa2.com.