

REQUEST FOR PROPOSALS  
for  
CONSTRUCTION MANAGEMENT OF WELL INSTALLATION  
FOR THE  
INTERCONNECTED SURFACE WATER MONITORING NETWORK  
IN THE  
DELTA-MENDOTA SUBBASIN



DELTA-MENDOTA SUBBASIN  
COORDINATION COMMITTEE  
842 6<sup>th</sup> Street  
Los Banos, CA 93635

**DELTA-MENDOTA SUBBASIN COORDINATION COMMITTEE**  
**REQUEST FOR PROPOSALS**

**I. INTRODUCTION**

The State of California enacted the Sustainable Groundwater Management Act (SGMA) in response to continued overdraft of California’s groundwater resources. The Delta-Mendota Subbasin (Subbasin) (5-022.07) is one of 21 alluvial basins and subbasins identified by the California Department of Water Resources (DWR) as being in a state of critical overdraft.

The Subbasin includes 23 groundwater sustainability agencies (GSAs) that are coordinating to implement six groundwater sustainability plans (GSPs). The six GSPs were developed in a coordinated process with the goals of achieving water supply reliability and sustainability for the Subbasin as a whole. The GSPs were developed for the following GSP regions: Aliso Water District, Farmers Water District, Fresno County Management Areas A and B, Grassland Water District, Northern & Central Delta-Mendota Region, and San Joaquin River Exchange Contractors.

As set forth in the Delta-Mendota Subbasin Coordination Agreement, for purposes of SGMA, the San Luis & Delta-Mendota Water Authority (SLDMWA) is serving as the plan manager. In this role, SLDMWA facilitates the SGMA coordination efforts within the Subbasin. Activities pertaining to SGMA in the Subbasin are coordinated through the Delta-Mendota Subbasin Coordination Committee.

The Subbasin covers an area of approximately 765,000 acres. The Subbasin economy relies predominantly on agriculture, with water supplied from both surface water and groundwater sources. Depending upon water supply contracts and annual availability, groundwater comprises a significant proportion of the water supply in some areas of the Subbasin.

Understanding how groundwater pumping affects interconnected surface water (ISW) systems is important for the proper management of groundwater resources in order to achieve the Delta-Mendota Coordination Committee’s Subbasin-wide goal to achieve sustainability.

**II. PROJECT DESCRIPTION**

The SLDMWA, on behalf of the six Subbasin GSP Groups, GSAs, and member agencies, seeks to contract with an interested consultant or firm knowledgeable in technical work efforts related to installation of monitoring wells to be included in an ISW monitoring network in the subbasin. The construction management (and well installation) will be funded by a Sustainable Groundwater Management Act (SGMA) Implementation Grant from DWR.

The following are the anticipated dates in connection with the selection of a consultant or firm for the technical work, but are subject to change:

- December 14, 2023 – RFP released
- December 22, 2023 – Deadline to submit questions via email

- December 28, 2023 – Addendum issued, if necessary, addressing questions
- January 12, 2024 – Proposals due by email
- January 22, 2024 – Anticipated selection of successful proposer

This RFP does not commit SLDMWA to contract for any supply or service. Responders are advised that SLDMWA will not pay any cost incurred in response to this RFP. All costs associated with responding to this RFP will be solely at the interested consultant’s or firm’s expense.

### III. PROJECT APPROACH AND METHODOLOGY

The purpose of this project is to meet grant requirements for construction management for the installation of monitoring wells to be used in an ISW Monitoring Network (Network) for the Delta-Mendota Subbasin. The Network is part of a larger grant component to fill data and monitoring gaps identified in the Subbasin. As specified in the grant agreement, the design will be used to drill a minimum of one (1) and up to six (6) nested and paired monitoring well site locations.

The project will involve the completion of the tasks identified below in a cost-effective and timely manner. Additional detail on tasks is included in Attachment 1. The consultant or firm will coordinate and conduct all tasks under the direction of SLDMWA staff and representatives from the Delta-Mendota Subbasin Coordination Committee and the Technical Working Group.

- **Task 1: Provide engineering and hydrogeological services during construction to ensure construction per the approved plans and specifications.** These services may include:
  - Field adjustments made to constructions as appropriate (dependent on site-specific geology as determined during borehole drilling)
- **Task 2: Provide day to day management of construction activities**
- **Task 3: Provide onsite oversight and inspection of construction activities**
- **Task 4: Conduct onsite inspections when needed**

Deliverables for these tasks are listed in Attachment 1 and are as follows:

- Construction field notes
- Photo documentation included within the Quarterly Progress Reports
- Well logs
- Well Completion Reports
- As-built monitoring well report(s)

### IV. PROJECT REVIEW AND PROPOSAL REQUIREMENTS

The following information shall be provided in each proposal and will be utilized in evaluating each proposal submitted. The complete submittal shall not exceed eight (8) pages in length, excluding cover letter, schedule, budget, and resumes of key personnel. Please provide the following information (Proposal) in the following order:

1. **Cover letter**
2. **Entity Contact Information:** Name, mailing address, telephone number, and e-mail address of the entity's primary contact
3. **General Information:** Introduce the firm or team and provide information on the location, number of employees, years in business, etc. The team identified in the RFP should be the team dedicated to the contract work.
4. **Experience:** Provide a description of the firm or team's specific experience with oversight of construction and installation of monitoring wells. Include at least one (1) relevant project description and reference(s) if applicable. The work must have been performed in the last five (5) years and the description of each project should include:
  - When the work was performed, including the duration of the project;
  - The client for whom the work was performed (unless confidential);
  - A general description of the scope of work;
  - Outcome of the project; and,
  - A contact person, including contact information for the client project manager and key team members associated with the project.
5. **Project Team Information:** Identify the personnel that will be directly involved in the project (i.e., organizational chart). Provide resumes (via appendix) with relevant experience. The consultant may be a team of different firms; if so, identify the firms in the team and principal point of contact. Consultants may also utilize sub-consultants; if so, identify the sub-consultants. If the proposal involves a team approach and/or includes sub-consultants, provide the estimated percentage of the overall effort in terms of projected costs for each team member or sub-consultant.
6. **Project Approach and Scope of Work:** Provide a discussion of the firm's plan with respect to implementing the project scope in a cost-effective and timely manner. Present the perspective on key priorities, and potential risk factors and their mitigation.
7. **Project Budget:** Provide a budget for completion of the tasks listed above and described more fully in Attachment 1. Assumptions employed in developing the budget shall be identified. Please provide estimated level of effort (hours) for each task, and an hourly rate/Schedule of Charges applicable for each individual/position assigned to the proposed services. The available budget is approximately \$50,000.
8. **Project schedule:** Provide a preliminary project schedule that identifies the critical path and milestones for the specified tasks. Please note that the project must be completed no later than March 31, 2025.
9. **Conflicts:** Proposers shall verify that they have no personal or organizational conflicts of interest, as prohibited by law.
10. **Other Information:** A brief description of any other information that would be useful in evaluating the level of interest including perspectives not covered in this RFP.

Please limit the size of the proposal to eight (8) pages, excluding cover letter, schedule, budget, and resumes. Proposals shall be prepared with 8.5" x 11" paper format, Calibri 12 pt. font, single or 1.15-spaced, justified with 1" margins. Pages should be numbered in the page footer including

the first page. Tables and figures must be included in the text. Responses should be emailed in PDF document format.

## **V. GENERAL ADMINISTRATIVE INFORMATION**

**Proposal Evaluation:** Proposals will be evaluated relative to criteria provided in Attachment 2.

**Questions:** Potential proposers may submit questions on this RFP by the deadline specified above. SLDMWA shall not be obligated to respond to any question unless it is submitted in writing to John Brodie at [john.brodie@sldmwa.org](mailto:john.brodie@sldmwa.org) SLDMWA will reply regarding substantive issues by addenda posted to the Delta-Mendota Subbasin SGMA website at [deltamendota.org](http://deltamendota.org). Proposers are responsible to check the website for any addenda. Questions received after the deadline may not be answered. Only questions answered by formal written addenda will be binding. Oral responses, or email responses, shall not be binding on SLDMWA.

**Timing:** The deadline for receiving proposals is Friday January 12, 2024 at 5:00 p.m., Pacific Standard Time. Proposals not received by that time will not be considered. Please submit your proposal via email to John Brodie at [john.brodie@sldmwa.org](mailto:john.brodie@sldmwa.org) Hardcopies will not be accepted. Applicants should feel free to send questions prior to the submittal deadline.

**Insurance:** In a table, confirm the consultant's and sub-consultant's (if applicable) ability to secure insurance coverage (including comprehensive general liability, automotive liability, workers' compensation, and errors and omissions).

**Agreement for Professional Services:** The proposal must also provide Consultant's response to the Agreement for Professional Services (Attachment 4), noting exceptions and/or requested revisions to the terms and conditions.

All proposals, whether selected or rejected, shall become the property of the Delta-Mendota Subbasin Coordination Committee and SLDMWA.

## **VI. EVALUATION AND SELECTION PROCESS**

All packages will be reviewed for completeness and will then be forwarded to the Delta-Mendota Subbasin Coordination Committee and Technical Working Group representatives for review (Review Subgroup) based on the required information contained in this notice and as outlined in the criteria provided in Attachment 2.

Prior to award of a contract, SLDMWA may schedule a meeting with selected consultant(s) to provide the consultant(s) an opportunity to present their submittal and answer questions in person to the Review Subgroup.

Upon completion of the evaluation process, additional discussions may be conducted between SLDMWA, the Review Subgroup, and consultants to clarify the scope of services, staffing schedules, level of effort, and contract costs. SLDMWA will then enter final negotiations with the selected consultant(s) with the intent of agreeing on a mutually acceptable contract.

The submitter understands and agrees to the following:

- A. SLDMWA reserves the right to reject any and all submittals;
- B. SLDMWA reserves the right to issue a new RFP;
- C. SLDMWA reserves the right to amend this RFP;
- D. SLDMWA reserves the right to cancel or withdraw the entire RFP, or any part hereof;
- E. SLDMWA reserves the right to seek or obtain data from any source that has the potential to improve the understanding and evaluation of the responses to this RFP to assure a successful project.
- F. That a submittal constitutes acknowledgement and acceptance of, and a willingness to comply with, all the terms, conditions, and criteria contained in this RFP.
- G. All submittals in response to this RFP will become the exclusive property of the Delta-Mendota Coordination Committee and SLDMWA.

The RFP does not commit SLDMWA to enter into a contract. SLDMWA assumes no obligations, responsibilities, and/or liabilities, financial or otherwise, to reimburse all or part of the costs incurred or alleged to have been incurred by parties considering a response to and/or responding to the RFP.

**VII. ANTICIPATED SCHEDULE**

<b>Task</b>	<b>Date Expected</b>
Issue Request for Proposals	December 14, 2023
Deadline to submit questions via email	December 22, 2023
Addendum issued, if necessary, addressing questions	December 28, 2023
Proposal Package Due	January 12, 2024
Begin Final Ranking of Consultants	January 15, 2024
Notify Consultants of Ranking Results	January 18, 2024
Optional Interview(s) with Candidate Consultant(s)	January 19, 2024
Consultant Selected by Coordination Committee	January 22, 2024
Conclude Project	March 31, 2025

Consultants are encouraged to notify SLDMWA of their interest to respond to this request.

Sincerely,

John Brodie  
Water Resources Programs Manager  
San Luis & Delta-Mendota Water Authority

## **Attachment 1: DWR SGMA Implementation Grant Agreement Language**

### **COMPONENT 8: DATA GAPS AND MONITORING**

Component 8 includes tasks to address data gaps and improve subbasin monitoring. Component 8 includes constructing a minimum of one dedicated nested monitoring well for Interconnected Surface Water (ISW) monitoring to pair with stream gages; installing a minimum of one multi-layer compaction monitoring well near Mile Post 110 of the DMC and installing a minimum of two continuous Global Positioning System (CGPS) monitoring stations for Subbasin-wide monitoring for subsidence; installation of a minimum of one dedicated nested monitoring well with two completions to fill spatial data gaps and installation of two pressure transducers in the Aliso Water District; installation of two streamflow monitoring facilities up and down gradient of the Farmers Water District's (FWD) boundary of the San Joaquin River; and installation and equipping monitoring wells at two sites in Fresno County Management Area B GSA east and south of Mendota Wildlife Area.

The proposed ISW network would consist of wells spaced approximately four to six miles apart beginning at the Highway 132 bridge crossing and moving upstream within the Northern & Central Delta-Mendota and Grassland GSP regions, as well as two sites within the Fresno County Management Areas A and B GSP region located east and south of Mendota Wildlife Area. The final ISW monitoring network would be coordinated with ISW monitoring occurring in other Subbasin GSP regions.

#### **Task 10: ISW Monitoring Network Well Installation**

Obtain letter(s) of support from GSA in order to comply with EO N-7-22. Install a minimum of one (1) and up to six (6) nested and paired monitoring wells located at designated sites along the San Joaquin River near existing stream gage locations within Northern & Central Delta-Mendota, Grassland, and Fresno County Management Areas A and B GSP regions. Construct monitoring wells as specified in design plan prepared under Task 1 of the Component. Provide engineering and hydrogeological services during construction to ensure construction per the approved plans and specifications with field adjustments made to construction as appropriate (final well design to be based on site-specific geology as determined during borehole drilling). Provide day-to-day management of construction activities. Provide onsite oversight and inspection of construction activities. Conduct onsite inspections when needed.

#### **Deliverables:**

- Letter(s) of support from GSA in order to comply with EO N-7-22
- Construction field notes
- Photo documentation included within the Quarterly Progress Reports
- Well logs
- Well Completion Reports
- As-built monitoring well report(s)

## Attachment 2: Criteria for Evaluation of Proposal

Item Number	Proposal Evaluation	Maximum Points	Score
1	Completeness of the submittal package	10	
2	Understanding of work to be completed	10	
3	Knowledge of and experience with construction management for well installation projects.	20	
4	Professional qualifications of staff for work to be completed	10	
6	Ability to proactively manage proposed activities and ensure successful completion of project within schedule and budget	20	
7	Demonstrated technical ability and competence	20	
8	References	10	
<b>Total</b>	<b>Total</b>	<b>100</b>	



**Attachment 3: Delta-Mendota Interconnected Surface Water Monitoring  
Network Basis for Design Report**

**Attachment 4: San Luis & Delta-Mendota Water Authority Master Services Agreement Template**