

REQUEST FOR QUALIFICATIONS

for

Groundwater Monitoring Well Development



Montecito Groundwater Basin
Groundwater Sustainability Agency

583 San Ysidro Road
Santa Barbara, CA 93108

I. STATEMENT OF PURPOSE

The Montecito Groundwater Basin Groundwater Sustainability Agency (Agency) is soliciting proposals from qualified consultants to provide technical and construction services related to the construction of several groundwater monitoring wells within the Montecito Groundwater Basin (Basin). This Request for Qualifications (RFQ) outlines the expected submittal for all interested parties.

II. BACKGROUND

In May of 2020, the Agency was awarded funds from the Department of Water Resources (DWR) through the Sustainable Groundwater Management Grant (Grant), to conduct several projects to assist with the development of the Agency's Groundwater Sustainability Plan (GSP). One of the projects is to drill groundwater monitoring wells within the Basin.

Suitable groundwater wells are essential for the collection of groundwater data (i.e., groundwater elevation, groundwater flow direction, and water quality data) from which to determine components of the Basin water budget, sustainable yield, hydrogeological conceptual model, and sustainability criteria for GSP development and updates.

The Agency has compiled data from all publicly available sources including Montecito Water District, County of Santa Barbara, California Department of Water Resources, and the U.S. Geological Survey. Even where present and accessible, existing wells are not always suitable to acquire the needed data due to poor well condition, excessive pumping, or inadequate or unknown construction information. Additionally, some areas of the Basin have gaps in critical groundwater data due to the lack of wells, access to wells, or inadequate well data.

The Agency is proposing construction of dedicated groundwater monitoring wells in key locations to fill existing groundwater data gaps. The Agency would like to focus the development of the wells within Storage Unit 3 of the Basin. Specifically, the southwest and northern regions of Storage Unit 3 for each cluster well grouping. Anticipated well depths for these cluster wells are from about 200' to 1,000' below ground surface (BGS). Please refer to Figure 1 for a map of the Basin, regional jurisdictional boundaries, and the Basin's groundwater Storage Units.



Figure 1: Montecito Basin

Grant funds for this project cover the design, construction, completion, and initial monitoring for these well(s).

III. SCOPE OF SERVICES

The purpose of this RFQ is to identify consultants with relevant background and experience in the services described below. The scope of work below is a draft scope of work. Adjustments may be made to the scope of work by the Agency and consultant selected through the RFQ process. All work shall be done in coordination with Agency Staff.

Task 1 – Well Design

It is the Agency’s desire to drill at least 2 monitoring wells in the Basin for this project. The wells are intended be a multi-completion ‘cluster wells’ (several individual wells in a single location completed to varying depths).

Well design(s) will depend on the specific locations selected by both the Consultant and the Agency. The Agency will be responsible for obtaining all access agreements, and easements for the well(s).

The Consultant shall perform the following work under this task:

- a) Recommend well locations in identified regions of Storage Unit 3
- b) Perform site visit(s) with Agency staff to provide any quality assurance/quality control for each location determined
- c) Provide engineering design of well construction
- d) Generate 60% and 100% designs and specifications for each well

Deliverables: Consultant shall submit one set of 60% design plans and specifications to the Agency for review. The 100% plans and specifications should incorporate Agency comments on the 60% design submittal. All submittals will be electronic.

Task 2 – Permitting Assistance

The Consultant shall perform the following work:

- a) Develop and submit all necessary County permits for each well
 - a. Including any environmental documentation required by the California Environmental Quality Act (CEQA)
- b) Coordinate with County and Agency staff on any issues that arise in the permitting of each well

Task 3 – Well Construction Contract Bid Assistance

The Consultant shall solicit, and review construction proposals for the drilling and completion of each well.

The Consultant shall:

- a) Generate a Request for Proposals (RFP) for well construction using an Agency RFP template
- b) Respond to up to five (5) Requests for Information RFIs from contractors
- c) Review submitted proposals and provide a recommendation to the Agency

Task 4 – Construction Oversight

Project management and oversight of well construction is critical. The Contractor shall perform the following work under this task:

- a) Coordinate work schedule with contractor and Agency
- b) Provide oversight of daily operations of drilling contractor and any subcontractors
- c) During drilling operations, perform data collection, and provide data quality assurance/quality control on:

- a. Soil Sampling
- b. Water Quality
- c. Pump Tests (if any)
- d. Surveys (i.e., directional, and induction logging)
- e. Drilling and completion material tabulation

Task 5 – Reporting

The DWR Grant award requires several reports and monitoring plans be developed and submitted for each monitoring well.

The Consultant shall generate the following reports for each well:

- a) Well Monitoring Plans
 - a. Soil/Water Sampling Plan
 - b. Health and Safety Plan

- b) Well Completion Report detailing:
 - a. Well Designs
 - b. Permits and Easements
 - c. Health and Safety Plan
 - d. Well construction and development
 - e. Soil/Water Quality Reports
 - f. Any conducted Surveys

IV. SUBMITTAL REQUIREMENTS AND FORMAT

Consultants shall submit to Agency via email an electronic PDF copy of the proposal submittals by **5:00 PM on Friday, December 3rd, 2021**.

Proposals shall be sent to:

nkunstek@montecitogsa.com

Groundwater Specialist
Montecito Groundwater Sustainability Agency
583 San Ysidro Road
Santa Barbara, CA 93108-2124

The minimum information required for inclusion in the submittal shall be as listed below. The Consultant may submit additional information if desired.

1. Cover Letter – providing an overview of the submittal contents, and high-level summary of why the firm is qualified to perform the work.

2. Background of Firm
3. Qualifications on similar projects within the last five (5) years as the prime consultant of record, and descriptions of representative projects similar in nature and scope that include owner name and references that can be contacted by the Agency.
4. Subconsultant's (if any) qualifications and experience within the last five (5) years and descriptions of representative projects similar in nature and scope that include owner name and references that can be contacted by District.
5. Consultant's understanding of the project and brief description of how the Consultant will approach the project.
6. Resumes for key project team members
7. Confirmation of Receipt of all related addenda (if any).

V. EVALUATION OF QUALIFICATIONS AND SELECTION PROCESS

Consultant submittals will be evaluated as described below. Submittals which do not comply with all submittal requirements as stipulated herein may be considered non-responsive by the Agency and may not be considered for selection. Submittals deemed responsive will be evaluated based on the following.

1. Qualification of Firm and Key Personnel including any Subconsultants
2. Experience and qualifications of the project team with similar projects
3. Understanding of project goals
4. Quality and completeness of the proposal

The Agency may elect to conduct interviews of some or all Consultants. The above items will be used in combination with the interview to evaluate and select a qualified firm to complete the project. The Agency will evaluate the submittals and create a ranking of the consultants. Selection of the consultant who is deemed to be the most qualified among those submitting will be made on the basis of the experience of the firm and proposed project team, and expertise and success with similar projects.

VI. FEE

No fee shall be submitted with this proposal. Once selected, the consultant and Agency will work together to finalize a detailed scope of work to which the Consultant will provide a detailed fee estimate to the Agency for consideration.

VII. PROPOSED PROJECT SCHEDULE

RFQ Issued	Friday November 12, 2021
Proposals Due	Friday December 3, 2021
Award Project	Wednesday December 8, 2021
Scope, Fee and Contract	December 8 2021 thru January 4, 2022
Work Period	January 2022 through October 2022

VIII. RESERVATION OF RIGHTS

The Agency reserves the rights to reject any and all proposals. This Request for Qualifications is a solicitation, not an offer to contract. The Agency reserves the right to issue clarifications and other directives regarding this RFQ, to require further clarification or information with respect to any documents submitted, and to determine the final terms and conditions of any contract. Any and all costs associated with the preparation and response to this RFQ shall be borne solely by the Consultant and at no cost to the Agency.

IX. QUESTIONS

Questions regarding this Request for Qualifications (RFQ) shall be sent via email to:

Nicholas Kunstek
Groundwater Specialist
Montecito Groundwater Sustainability Agency
583 San Ysidro Road
Santa Barbara, CA 93108-2124
nkunstek@montecitogsa.com

Questions submitted after 5:00 PM on Thursday December 2nd, 2021 will not be answered.