REQUEST FOR PROPOSAL

SUSTAINABLE GROUNDWATER MANAGEMENT ACT (SGMA)
ANNUAL REPORT DEVELOPMENT
FOR THE NORTHERN & CENTRAL REGION OF THE DELTA-MENDOTA SUBBASIN

SAN LUIS & DELTA-MENDOTA WATER AUTHORITY
842 6th Street
Los Banos, CA 93635

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INTRODUCTION

The Delta-Mendota Subbasin (DWR Basin 5-022.07) is located within the San Joaquin Valley Groundwater Basin. The California Department of Water Resources (DWR) has classified the Delta-Mendota Subbasin (Subbasin) as a high-priority subbasin in condition of critical overdraft. The Sustainable Groundwater Management Act (SGMA) requires such subbasins to develop and submit groundwater sustainability plans (GSPs) to DWR by January 31, 2020. Another requirement of SGMA and the associated GSP Regulations is the development and submission of an annual report detailing the status of the Subbasin and progress toward implementing the goals set forth in the GSP by April 1 every year following GSP submission.

The Delta-Mendota Subbasin consists of 23 groundwater sustainability agencies (GSAs) that are coordinating to submit six GSPs; these are depicted in Attachment 1. One of the six GSP groups is the Northern & Central Delta-Mendota Region GSP Group (Northern & Central Region). The San Luis & Delta-Mendota Water Authority (SLDMWA) is leading the coordination efforts within the Subbasin and also directly supporting GSP development for the Northern & Central Region. SLDMWA seeks consultant services to support the development of the first Annual Report for the Northern & Central Region of the Delta-Mendota Subbasin for submission to DWR by April 1, 2020. To support the selected consultant's efforts in developing the Annual Report, background materials and resources on the Delta-Mendota Subbasin, including draft GSP documents and information used during the GSP development process, will be available to assist in the development of the Annual Report.

The Northern & Central Region is comprised of two management committees: the Northern Delta-Mendota Region Management Committee and the Central Delta-Mendota Region Management Committee. Each management committee is governed by representatives from its participating GSAs. A map of the Northern & Central Region and its respective GSAs is included in Attachment 2. The GSAs within the Northern & Central Region, as well as the entities that have formed each GSA, are:

- Northern Delta-Mendota Region Management Committee
    - Patterson Irrigation District GSA
        - Patterson Irrigation District
        - Twin Oaks Irrigation District
    - West Stanislaus Irrigation District GSAs 1 and 2
        - West Stanislaus Irrigation District
    - DM-II GSA
        - Del Puerto Water District
        - Oak Flat Water District
    - City of Patterson GSA
        - City of Patterson
    - Northwestern GSA
        - Merced County
        - Stanislaus County
- Central Delta-Mendota Region Management Committee
    - Central Delta-Mendota Multi-Agency GSA

        - San Luis Water District
        - Santa Nella County Water District
        - Panoche Water District
        - Mercy Springs Water District
        - Tranquillity Irrigation District
        - Merced County
        - Fresno Slough Water District
        - Fresno County
        - Eagle Field Water District
        - Pacheco Water District
    - Widren GSA
        - Widren Water District
    - Oro Loma GSA
        - Oro Loma Water District

The Delta-Mendota Subbasin covers an area of approximately 765,000 acres. Within this area, approximately 316,000 acres lie within the Northern & Central Region. The Northern & Central Region covers an area within five counties: San Joaquin, Stanislaus, Merced, Fresno and San Benito. This area is defined as the span of the Delta-Mendota Subbasin in San Joaquin and Stanislaus Counties, excluding City of Newman area and east of Crows Landing; the western boundary of the Delta-Mendota Subbasin to the west and south of the Delta-Mendota Canal, and bounded by the Coast Range to the west; and the Tranquillity Irrigation District area at the southeastern end of the Subbasin in Fresno County.

The GSAs that comprise the Northern & Central Region supply water for municipal, industrial, agricultural, and wildlife refuge uses. The Delta-Mendota Subbasin's economy relies primarily on agriculture. Reliable water resources, from both surface and groundwater, are essential to the region. Additional information on the context and structure of the Northern & Central Region is detailed in the draft sections of the Northern & Central Region's GSP, which are available online at deltamendota.org.

REQUEST FOR PROPOSALS

SLDMWA is seeking to contract with an interested organization or consultant knowledgeable about California groundwater management programs, report writing, data interpretation, and policy compliance. An objective of this RFP is to obtain Statements of Qualification (SOQs) from qualified applicants to develop the first Annual Report on behalf of the GSAs in the Northern & Central Region of the Delta-Mendota Subbasin that is compliant with SGMA legislation and GSP Regulations, including California Water Code Section 10728 and GSP Regulations Article 7, Section 356.2.

KEY CONTENTS OF PROPOSAL RESPONSES

The objective of the Northern & Central Region's Annual Report is to comply with SGMA legislation regarding annual reports as described in California Water Code Section 10728 and GSP Regulations Article 7, Section 356.2. The Annual Report shall provide an overview of the progress the Subbasin has achieved toward the goals set forth in the original GSPs submitted prior to January 2020. The Annual Report will address key components as outlined in Attachment 4: Draft Delta-Mendota Subbasin Annual Report Template. This provided template is only a starting point; this outline has been developed in coordination with other parties involved in GSP development and who will also be developing other annual reports. An

updated template will be provided once the selected consultant begins work. At a minimum, the selected organization or consultant must be prepared to complete an annual report based on the content included in the draft template, but the selected candidate is also encouraged to recommend additional content and work with SLDMWA and neighboring agencies to ensure compatibility of this first Annual Report submission.

Interested parties will provide a maximum 10-page proposal that outlines their approach as well as anticipated cost. An initial draft Annual Report is anticipated by February 3, 2020 for review and input by the GSAs within the Northern & Central Region of the Delta-Mendota Subbasin. A finalized draft Annual Report must be completed by February 26, 2020 for final review by the Northern & Central Region Management Committees and final revisions prior to submission to DWR using the SGMA web portal by April 1, 2020. Please note that this timing may change as coordination continues; the referenced dates are only for initial planning.

The organization or consultant will coordinate and conduct all tasks under the direction of SLDMWA staff and Northern & Central Delta-Mendota Region Management Committee representatives. In order to complete this project, the selected candidate will also work with staff from Houston Engineering, Inc, who are developing and assisting in the maintenance of the data management system (DMS) for the Northern & Central Region and the Delta-Mendota Subbasin.

Responses to this RFP should include:

1. Complete applicant contact information;
2. A discussion of the tasks the applicant would propose to achieve the desired activities;

A description of how the applicant would approach the development of the first Northern & Central Region Annual Report, including but not limited to the below Key Tasks:

a. Task 1 – Compilation of data and information for the Annual Report, as detailed in Attachment 4: Draft Delta-Mendota Subbasin Annual Report Template and any additional information as deemed necessary by the consultant per SGMA legislation and GSP Regulations.
    i. Work with SLDMWA and Houston Engineering, Inc staff to ensure GSAs have uploaded correct data to DMS
    ii. Ensure data provided by GSAs addresses regulation requirements, request additional data as needed
b. Task 2 – Coordination with SLDMWA staff, Houston Engineering, Inc staff, GSA representatives, and supporting staff to gather necessary data and information to complete the Annual Report
    i. Organize and interpret of data, including developing hydrographs and maps depicting groundwater extraction locations and volumes
    ii. Support development of seasonal high and seasonal low water elevation maps, including quality assurance of water level data included in each map
    iii. Determine annual change in storage for both primary aquifers annually and over the duration of the reporting period
    iv. Evaluate data results relative to minimum threshold and measurable objectives as set forth in Northern & Central Region GSP

c. Task 3 – Compiling and interpreting additional data, potentially outside of DMS and GSA resources, to ensure regulation requirements are met, including:
    i. Develop methods to determine groundwater extraction data by water use sector and source
    ii. Determine approved methods of estimating groundwater extractions (ex. power bills and/or metering)
d. Task 4 – Development of a final annual report, including but not limited to those items outlined in Attachment 4, utilizing data produced from the Northern & Central Region's DMS and data compiled from previous Tasks.
    i. Collect feedback from GSAs and incorporate into Annual Report draft prior to submission

3. A proposed cost estimate associated with each of the tasks outlined in the RFP and compensation rate information for proposed team members;
4. As an appendix, provide statement(s) of qualifications (SOQ) adhering to the requirements provided on the following page. Appended SOQs are separate from maximum proposal page limit;
5. As an appendix, provide two (2) references. Appended references are separate from maximum proposal page limit. Following is an illustrative schedule to assist the consultant to better understand the scope of work over time:

Task	Date Expected
Proposal Package Due	September 19, 2019
Final Ranking of Consultants	September 24, 2019
Notify Consultants of Ranking Results	September 24, 2019
Negotiate Contract with Consultant	September 25, 2019
Consultant Agreement Signed	September 26, 2019
Start Work	September 26, 2019
Data QA/QC meeting	November 11, 2019
Seasonal high/seasonal low water surface elevation map development meeting	Week of December 9th or December 16th (TBD)
First draft Annual Report complete for review	February 3, 2020
Distribute final draft to N & C Committees for comment	February 26, 2020
Submit finalized Annual Report to DWR	By April 1, 2020

SUBMISSIONS

Respondents shall submit their completed response by email to andrew.garcia@sldmwa.org on or before 5:00 PM, Thursday, September 19, 2019. Hardcopies will not be accepted. Applicants should feel free to send questions prior to the submittal deadline. Responses should be emailed in PDF document format. Costs to respond to this RFP/RFQ shall be borne solely by the applicants.

Please limit the size of the proposal to 10 pages and attach any supplemental information, such as SOQs and references, as appendices. Proposals shall be prepared with 8.5" x 11" paper, Times New Roman, 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.

REQUIREMENTS OF STATEMENT OF QUALIFICATIONS

An objective of this RFP is to obtain Statements of Qualifications from interested organizations or consultants with suitable experience relevant to SGMA Annual Report development. Organizations or consultants that submit proposals must have the necessary resources to handle a project of this magnitude and under this short timeframe.

The SOQ package should be to-the-point with submitted material focusing on the organization and/or consulting firm's experience, capability, availability, and commitment to the proposed project. Each SOQ shall include the following information.

Item	Suggested Page Limit
Cover Letter	1
Experience	4
Project Manager (PM)	3 per person
Key Project Staff	2 per person
Additional Information	3

Cover Letter

Provide a cover letter with the proposal that introduces the organization and/or consulting firm that explains the types of services provided and briefly highlights the qualifications of the anticipated project team that seeks to complete the work described in this RFP. The letter shall also indicate the general approach to performing the needed services, as well as the commitment to providing those services. Actual or potential sub-consultants shall also be identified. Any other information pertinent to the organization or consultant qualifications may be indicated in the cover letter as well.

Experience

The organization or consultant's experience shall, at a minimum, include representative projects with a similar scope of work related to the work described in this RFP. Examples of applicable experience include:

- Demonstrated experience with groundwater management programs
- Experience with development of GSPs, Alternative Plans, reports for adjudicated basins, or other associated report writing
- Experience with DWR's SGMA Portal
- Demonstrated experience with projects, data interpretation, and policy related to groundwater

Please provide the following information:

- Length of time in business;
- Names of principal(s) indicating their academic training, experience, and any professional registrations or certifications;
- Office address(es) from which the services are expected to be provided, including available manpower;

- Listing of a maximum of three (3) related projects, including dates and brief descriptions of the projects, organization or consultant fee, completion date, along with name, address, and phone number of a knowledgeable owner or client representative;
    - Key issues or challenges for each project and how they were resolved
    - Description of your past record on controlling costs, quality of work

Additional Information

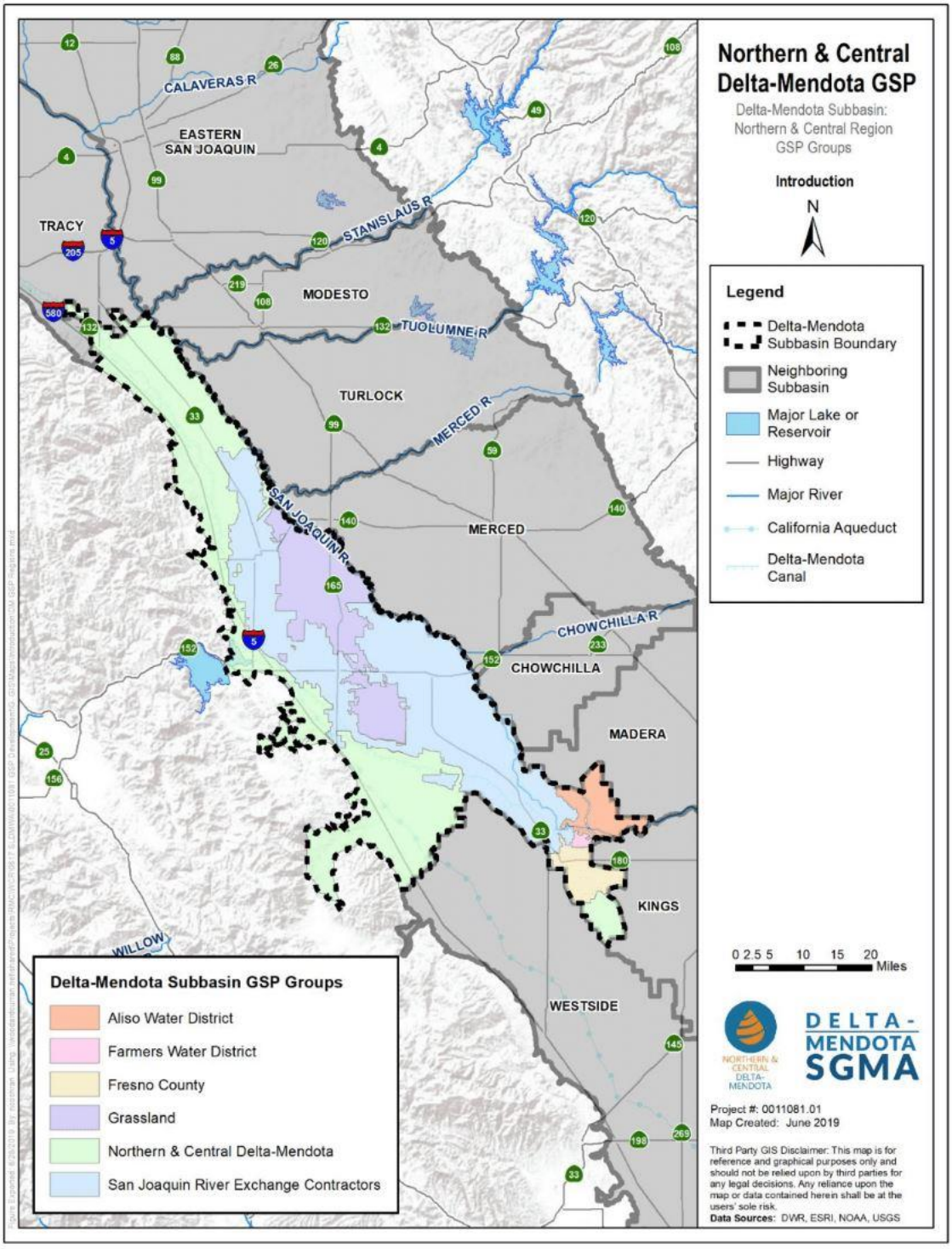
This section can be used to describe the organization or consultant's anticipated cost associated with the Annual Report development.

REQUEST FOR PROPOSAL SELECTION PROCESS

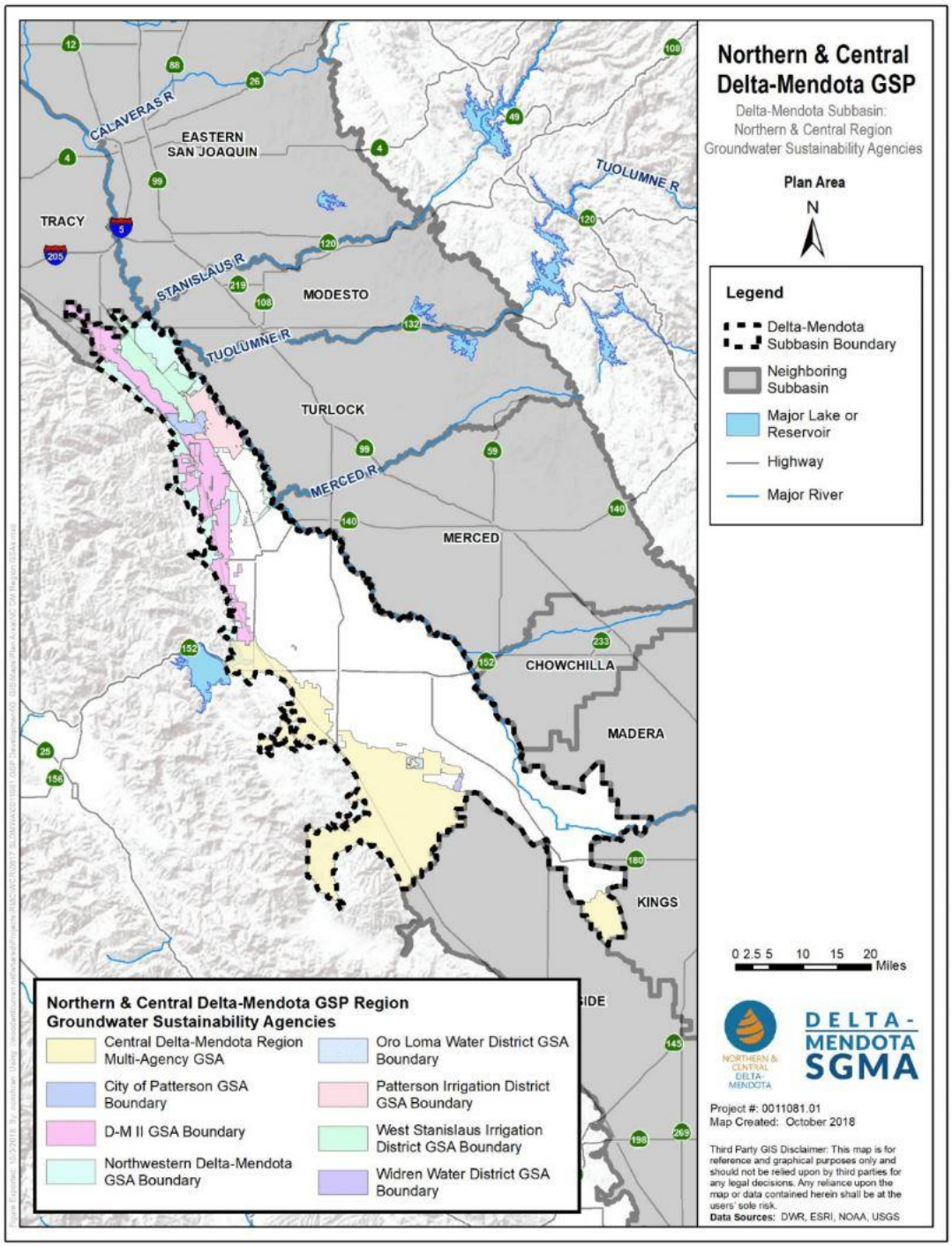
Four consulting firms were identified and selected to receive this request on the basis of known experience and capabilities related to similar policies, water planning programs, and report development. SLDMWA will evaluate applicants' proposals and make a consensus determination. The criteria for the evaluation of the Proposal is included as Attachment 3.

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

Attachment 1: Delta-Mendota Subbasin Groundwater Sustainability Plan Groups



Attachment 2: GSAs in the Northern & Central Region Delta-Mendota GSP Group



Attachment 3: Criteria for Evaluation of Proposal (development of points system)

Item Number	Proposal Evaluation	Maximum Points	Score
1	Completeness of the submittal package	20	
2	Understanding of work to be completed	10	
3	Knowledge and experience with similar groundwater management programs, report development, or other related projects	10	
4	Quality of staff for work to be completed	10	
5	Cost of the proposal	25	
6	Ability to proactively manage proposed activities and ensure successful completion of project within schedule and budget	20	
7	Demonstrated technical ability	10	
8	References	10	

Attachment 4: Draft Delta-Mendota Subbasin Annual Report Template

Delta-Mendota Subbasin Annual Report Template

Table of Contents

Executive Summary

Chapter 1 – Introduction

- Figure:
    - Map depicting location of the six GSP regions

Chapter 2 – Groundwater Elevation Data

- Written description of groundwater elevation data
- Figures:
    - Contour map - seasonal high (Spring) for the reporting year
        i. Indicate groundwater elevation data locations (no names included in SCVWD example)
        ii. Consider depicting confined and recharge areas (if determined necessary)
    - Contour map - seasonal low (Fall) for the reporting year
        i. Indicate groundwater elevation data locations (no names included in SCVWD example)
        ii. Consider depicting confined and recharge areas (if determined necessary)
    - Map – location of groundwater monitoring wells and names
    - Hydrographs for Subbasin Monitoring Network representative sites through fall of reporting year (ex: for 2020 submission, last data point will be September 2019)
    - Graph - Water Year Type over time
        i. Can consider including this breakdown that shows water year type for the historic period
- **Next Steps:**
    i. Determine naming process for identifying wells used in contour maps
    ii. Discuss resolution and format for spatial and temporal data reporting
    iii. Confirm timing for monitoring site reporting process
        1. All data shared to DMS by October 31
        2. Early December – GSP representatives meet to create contour maps in person
        3. Any other timing needs?

Chapter 3 – Water Supply and Use

- Introduction/explanation of water supply in the Subbasin

Groundwater Extraction

- Overview of groundwater extraction, use of groundwater
- Figure:
    - Map depicting groundwater pumping in the Subbasin that illustrates general location and volume of groundwater extractions during the reported water year
        i. By GSP Group? Do we coordinate this?
- Table:
    - Summary of groundwater pumping by source and sector, method of measurement (metered/estimated), and level of accuracy
- **Next Steps:**

i. Determine inclusion/naming process for identifying wells used in groundwater extraction map
    1. Should the implementation guidelines help dictate when the Subbasin will have a map that will satisfy the Annual Report requirements
ii. Level of detail in table

Surface Water Supply (Used or Available for Use)

- Reported based on quantitative data that describes annual volume and source for reporting year

Groundwater Recharge

In-lieu Use of Water Supplies

Total Water Use

- Table
    - Summarizing surface water use by source and by sector for reported water year
- **Next Steps:**
    - Determine level of detail for table, reporting process

Change in Groundwater Storage

- Figures
    - Maps depicting change in groundwater elevation and storage for the reported water year for both principal aquifers (upper and lower)
        - Maps to be QC'd by hydrogeologists
    - Graphs for groundwater use and change in storage in the Subbasin for upper and lower:
        - 1 – Graph of cumulative (line) and annual (bar) change in storage (both AF) for historic period through reported water year
        - 2 – Bar graph of groundwater pumping (AF) for historic period through reported water year
- Regional Monitoring Program – Subsidence Rates and Survey Data
- **Next Steps:**
    - Determining process for calculating change in groundwater storage for the reported water year (still waiting to hear from DWR – can it be spring to spring?)
        i. Timing of developing results
            1. Individual GSPs
            2. Subbasin

Chapter 4 – Plan Implementation

- Description of progress towards implementing the Plan, including progress toward interim milestone and implementation of projects or management actions since previous Annual Report
    - Monitoring Network with respect to filling data gaps
    - Representative Monitoring Sites – presenting data collected
    - Tracking of Sustainable Management Criteria