

**REQUEST FOR PROPOSAL PS- #+  
Paso Robles Groundwater Basin  
Water Banking Feasibility Study**

July 14, 2006

The San Luis Obispo County Flood Control and Water Conservation District (District) is currently soliciting proposals for professional services to complete a feasibility study for banking water in the Paso Robles Groundwater Basin by November 1, 2007.

Each proposal shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the proposal. Failure to set forth any item in the specifications without taking exception, may be grounds for rejection. The District reserves the right to reject all proposals and to waive any informalities.

If your firm is interested and qualified, please submit [5] copies of your proposal by close of business on August 15, 2006 to:

County of San Luis Obispo  
[Name of buyer], Central Services  
1087 Santa Rosa Street  
San Luis Obispo, CA 93408

If you have any questions about the proposal process, please contact me. For technical questions and information contact Courtney Howard at (805) 781-1016.

[Buyer (ALL CAPS)]  
Buyer - Central Services Division  
Buyer@co.slo.ca.us

**TO: ALL PROSPECTIVE PROPOSERS**  
**SUBJECT: LOCAL PROPOSERS PREFERENCE**

The San Luis Obispo County Flood Control and Water Conservation District (District) has established a local vendor preference. All informal and formal Request for Proposals for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

1. Those contracts which State Law or, other law or regulation precludes this local preference.
2. Public Works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate RFP's (Request For Proposals) considering the local vendor preference described above. The burden of proof will lie with proposers relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective proposers are encouraged to quote the lowest prices at which you can furnish the items or services listed in District proposals.

	<b>YES</b>	<b>NO</b>
Do you claim local vendor preference?		
Do you conduct business in an office with a physical location within the County of San Luis Obispo?		
Business Address: _____ _____		
Years at this Address: _____		
Does your business hold a valid business license issued by the County or a City within the County?		
Name of Local Agency which issued license: _____		

Business Name: \_\_\_\_\_

Authorized Individual: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Dated: \_\_\_\_\_

**PROPOSAL SUBMITTAL AND SELECTION**

1. All proposals, consisting of five (5) copies, must be received by mail, recognized carrier, or hand delivered no later than close of business on August 15, 2006. Late proposals will not be considered.
2. All correspondence should be directed to:

San Luis Obispo County  
Department of General Services  
1087 Santa Rosa Street  
San Luis Obispo, CA 93408  
ATTENTION:  
Telephone:
3. Costs of preparation of proposals will be borne by the proposer.
4. It is preferred that all proposals be submitted on recycled paper, printed on two sides.
5. Selection of qualified proposers will be by an approved District procedure for awarding professional contracts.
6. This request does not constitute an offer of employment or to contract for services.
7. The District reserves the option to reject any or all proposals, wholly or in part, received by reason of this request.
8. The District reserves the option to retain all proposals, whether selected or rejected.
9. All proposals shall remain firm for ninety (90) days following closing date for receipt of proposals.
10. The District reserves the right to award the contract to the firm who presents the proposal which in the judgment of the District, best accomplishes the desired results, and shall include, but not be limited to a consideration of the professional service fee.
11. Selection will be made on the basis of the proposals as submitted. The Selection Committee may deem it necessary to interview applicants. The District retains the right to interview applicants as part of the selection process.
12. The proceedings of the Selection Committee are confidential. Members of the Selection Committee are not to be contacted by the proposers.

## **PROPOSAL FORMAT**

A qualifying proposal must address all of the following points:

1. Project Title
2. Applicant or Firm Name
3. Firm Qualifications (60%)
  - a. Type of organization, size, professional registration and affiliations.
  - b. (20%) Names and qualifications of personnel to be assigned to this project.
  - c. (20%) Outline of recent projects completed that are directly related to this project. Consultant is required to demonstrate specific design and project expertise related to groundwater banking, hydrogeology and the requirements of the Scope of Work.
  - d. (20%) Qualifications of consultants, subcontractors, or joint venture firm, if appropriate.
  - e. Client references from recent related projects, including name, address and phone number of individual to contact for referral.
4. Understanding of and Approach to the Project (40%)
  - a. (25%) Summary of approach to be taken, including communication efforts and task completion schedule. The required completion date for the Final Report is November 1, 2007.
  - b. (10%) Description of the organization and staffing to be used for the project.
  - c. (5%) Indication of information and participation the proposer will require from District staff.
  - d. Indication of time frame necessary to complete the tasks once a Notice to Proceed is issued.
5. Fees and Insurance
  - a. Propose total fixed fees to complete project as described under Scope of Work.
  - b. The selected Consultant will be required to provide insurance coverage, as shown in Sections 7 and 9 of the attached consultant agreement. This amount of insurance coverage shall be reflected in your estimated professional fee.

Proposal Format  
Page Two

- c. The Consultant shall provide within five (5) days after the Notice of Award is issued a certificate of liability insurance naming the District and its employees and officers as additionally named insured. This shall be maintained in full force and effect for the duration of the contract and must be in an amount and format satisfactory to the District.
- d. The selected Consultant will need to indemnify the District as included in Section 8 and 9 of the attached consultant agreement.

6. Agreement for Engineering Consulting Services

Upon selection, the consultant must provide a completed Agreement for Engineering Consulting Services (see attached).

7. Background

The San Luis Obispo County Flood Control and Water Conservation District (District) is currently soliciting proposals for professional services to complete a feasibility study for banking water in the Paso Robles Groundwater Basin (Basin).

With the future implementation of the Lake Nacimiento Water Project, Lopez Lake water delivery in the 1960's, and State Water Project water delivery in 1990's, the District's attention is turning from major regional water resource project implementation to water resource planning, including conjunctive use, groundwater management, and water supply reliability enhancement opportunities on a regional basis. The most promising effort to consider in support of water resource management is planning for a groundwater banking program in northern San Luis Obispo County, the sub-region where the Central Coast Aqueduct of the State Water Project enters into the region.

The District has 16,553 acre-feet of un-subscribed water available from its State Water Project Table A allocation of 25,000 acre-feet per year. On average, the State Water Project delivers about 75% of full Table A allocations, meaning, on average, about 12,400 acre-feet per year is not utilized. Attached is a map showing the location of the Basin and the proximity of the State Water Project infrastructure. Unfortunately, the District does not have capacity in the Polonio Pass Water Treatment Plant or subsequent infrastructure for the treatment and conveyance of the un-subscribed water.

The Nacimiento Water Project is currently being designed to handle 15,750 acre feet per year delivery capacity, with 6,120 acre feet per year remaining un-subscribed as District-owned contingency.

8. Purpose of the Feasibility Study

The purpose of the feasibility study is to determine if the Basin is a good candidate for a groundwater banking program in order to improve water supply reliability and

Proposal Format  
Page Three

preserve excess allocations of water, primarily State Water since it is currently being delivered. Two critical resources were developed over the past several years which can be used in evaluating the feasibility of banking water in the Basin. Phase 1 of the Paso Robles Groundwater Basin Study investigated and quantified the hydrogeologic conditions of the Basin and was completed in 2002. Phase 2, a numerical groundwater flow model of the Basin, was completed in 2005. These reports are available for reference at [www.slocountywater.org/reports](http://www.slocountywater.org/reports).

The District anticipates that the study will address the following questions:

- Given the Basin's characteristics and the physical locations of the existing water infrastructure, what are the possible alternatives available to bank water in this Basin?
- Is it physically possible to bank the water in the Paso Robles groundwater basin?
- How much can be stored?
- Will the water flow out of the area before it is extracted? What is the impact of aquifer flow rates on a banking program?
- What is the impact of imported water quality on the basin and subsequent uses of the groundwater/banked water?
- What are the treatment requirements for the alternatives assessed?
- Who might benefit/be harmed from/by each alternative and how/to what extent would they benefit/be harmed?
- How can impacts be mitigated?
- What are the potential environmental impacts associated with groundwater banking programs?
- Who might participate and how would the program be paid for?
- Is the cost worth the benefit?
- What is the level of confidence in the results of the feasibility analysis?
- What is the risk of a banking program leading to basin adjudication/water rights disputes?
- What important contractual issues regarding banking/extraction are considerations to such a program?

9. Scope of Work

A. Feasibility Analysis

Utilizing the information from Phase I and II of the Paso Robles Groundwater Basin Study, identify and evaluate (i.e. physical feasibility, cost/benefit, impacts analysis, etc.) several potential sites and programs for banking water in the Basin as detailed below. Run the computer model of the Basin for the top three alternatives identified and evaluated to refine analysis and recommendations.

1. Evaluate potential recharge sites and methods such as:
  - a. River sites
  - b. Spreading basins
  - c. Well-injection sites
  - d. In-lieu pumping sites

Proposal Format  
Page Four

2. Evaluate potential extraction sites and methods
3. Determine potential impacts (both beneficial and negative) from the potential sites, including an assessment of potential water losses
4. Estimate the cost of infrastructure and cost of operation for each of the potential sites/methods identified
5. Identify and evaluate potential participants/banking partners
6. Identify and evaluate funding alternatives and other financial considerations
7. Identify additional data needs (data gaps) for implementation efforts
8. Describe environmental considerations by identifying CEQA requirements for plan implementation
9. Prepare a progress report

B. Stakeholder Review/Meetings

1. Review the progress report, draft final report and any findings with the Groundwater Banking Sub-Committee of the Water Resources Advisory Committee, the North County Water Forum, the State Water Project Sub-Contractors Committee, the Central Coast Water Authority, related agencies and other stakeholders such as San Luis Obispo County agricultural representatives (these groups are invited every 1 to 3 months to a meeting on Groundwater Banking in Templeton, CA, on the first Thursday of the Month from 5:00 to 6:30 pm)
2. Review the draft final report and any findings with the Water Resources Advisory Committee (meets on the first Wednesday of every month except July and August from 1:30 to 3:30 pm), the Nacimiento Water Commission (meets on the third Thursday of every month in Templeton, CA from 4:00 to 5:00 pm), and the Shandon Advisory Council (meets on the first Wednesday of every month at 7:00 pm)
3. Obtain recommendations of the affected committees and commissions

C. Draft Final Report and Final Report

Prepare a draft final report and final report detailing all of the findings and conclusions, including stakeholders' reviews and recommendations. The final report should include:

1. Descriptions of the banking/storage regimes
2. Potential recharge sites, methods, infrastructure and costs (Capital and O&M)
3. Potential extraction sites, methods, infrastructure and costs (Capital and O&M)
4. Options for improving and/or mitigating basin impacts
5. Monitoring needs for maintaining the banking program
6. Recommended steps for implementation of the banking program, including final selection and acquisition of recharge and extraction sites as applicable
7. Identification of necessary inter-agency contracts
8. Recommended steps for final compliance with the California Environmental Quality Act and the required Notice of Determination to carry-out the banking program

Proposal Format  
Page Five

9. Recommended funding mechanism, funding options and other financial considerations
10. Stakeholder recommendations
11. A discussion of critical factors and the potential for future feasibility if a groundwater banking program is not currently feasible

10. Payment Schedule

The District has secured funding through a planning grant from the State of California Integrated Regional Water Management Program and Proposition 50. Fees shall be paid according to the following progress schedule:

Progress Point	Progress Payment
Preliminary Engineering	20%
Issuance of Progress Report	30%
Issuance of Draft Final Report	30%
Issuance of Final Report	20%

A brief summary of preliminary activities shall be submitted with the invoice for Preliminary Engineering. No partial payments or incremental payments other than those stated herein will be allowed.

11. Accomplishment Schedule

The required completion date for the Final Report is November 1, 2007. Proposals shall include a task completion schedule, including review periods and stakeholder review meetings following the Progress Report and Draft Final Report Issuance progress points.

12. District Furnished Information

Hardcopy of Paso Robles Groundwater Basin Study – Phase I  
Electronic Copy of Model from Paso Robles Groundwater Basin Study – Phase II  
Authorization for Limited Sub-Lease of Photomapper (if needed – see 4.c above)

**ATTACHMENTS**

Agreement for Engineering Consulting Services  
Paso Robles Groundwater Basin and State Water Project Infrastructure Map