

REQUEST FOR PROPOSALS

SEMIANNUAL GROUNDWATER MONITORING EVENTS 2022



Cosumnes Groundwater Authority

8970 Elk Grove Blvd.

Elk Grove, CA 95624

info@CosumnesGroundwater.org

Phone: 916-526-5447

Mailing Address: 8970 Elk Grove Blvd., Elk Grove, CA 95624

Email: info@cosumnesgroundwater.org

Cosumnes Groundwater Authority
Request for Proposals – 2022 Semiannual Groundwater Monitoring
Events

SECTION 1 - INVITATION TO BID

Proposals will be accepted via email by Stephen Julian at sjulian@CosumnesGroundwater.org until **5:00 pm on March 16, 2022.**

Major components of Project Work consist of: scheduling, sampling, and analysis.

Pursuant to Section 1770 Labor Code, the Department of Industrial Relations has ascertained general prevailing rate of wages in the county in which the work is to be done.

SECTION 2 – GENERAL INFORMATION

The Cosumnes Groundwater Authority (Authority) is seeking a qualified firm for scheduling, laboratory coordination, and well monitoring services. Services shall include all the tasks listed below in proposal preparation.

Authority Organization and Operations

The Authority overlays the Cosumnes Subbasin, medium priority subbasin, located in the southern portion of Sacramento County, and part of Amador County. The Authority is a JPA consisting of the 7 GSAs within the subbasin, Omochumne-Hartnell Water District ([website](#)), Sloughouse Resource Conservation District ([website](#)), Galt Irrigation District ([website](#)), Clay Water District ([website](#)), City of Galt ([website](#)), Amador County Groundwater Management Authority ([website](#)), and Sacramento County ([website](#)), and has been designated to implement the Cosumnes Subbasin Groundwater Sustainability Plan (GSP).

Project Description

The 2022 monitoring events will take place in May and October. The Representative Monitoring Network, Table 1 – 3, reference the three types of monitoring wells: Water Levels, Water Quality, and Interconnected Surface Water. The wells located in Amador County and the City of Galt wells will not be included in these monitoring events.

Water level monitoring will occur in May. In October, water level monitoring and water quality sampling will occur. Water quality parameters must be analyzed at an EPA or similarly certified laboratory. Water quality analytes shall include Arsenic, Nitrate + Nitrite as N, and Total Dissolved Solids. In addition, water parameters such as temperature, electrical conductivity (@25C), dissolved oxygen, pH, oxidation-reduction potential, and turbidity should be collected from wells in which water quality analysis is performed. Non

PWS wells should also be sampled for major ions, which includes Sodium, Chloride, Sulfate, and others.

Finally, monitoring event results will be submitted to the Authority.

Project Location

The wells in the Representative Monitoring Network are located throughout the subbasin. Table 1-3 contains well coordinates and Figure MN 1,2, and 4 show the monitoring well locations in the subbasin.

Inquiries

All inquiries concerning this Request for Proposals (RFP) must be directed in writing to Stephen Julian at stephen@cosumnesgroundwater.org.

Proposal Submission

Submit one original via email to Stephen Julian at stephen@cosumnesgroundwater.org by 5:00 pm on March 16th, 2022.

Proposal Preparation Cost

Costs for developing proposals are entirely the responsibility of the proposers and shall not be chargeable to the Authority.

SECTION 3 – Tasks of Work

Task 1. Well Scheduling

Confirm well network details from the Authority and any Authority contracted entities. Schedule time and days to perform the monitoring with landowners.

Task 2. Laboratory Coordination

Proposal shall include coordinating with an EPA or similarly certified laboratory to receive bottles, coordinate courier pickup of samples and receive laboratory results. If any issues are found with the laboratory report, revise the report prior to submitting to the Authority. Water samples shall be analyzed for Arsenic, Nitrate + Nitrite as N, and Total Dissolved Solids. In addition, water parameters such as temperature, electrical conductivity (@25C), dissolved oxygen, pH, oxidation-reduction potential, and turbidity should be collected from wells in which water quality analysis is performed. Non PWS wells should also be sampled for major ions, which includes Sodium, Chloride, Sulfate, and others.

Task 3. Well Monitoring

It is expected that all wells will be monitored over a number of days in May and then again in October. Prior to the first event in May, the proposal shall include a visit to wells that have not been previously sampled to ensure that the well can be accessed for water levels and water quality (when water quality samples are required). If there are no new wells added to the network, the time for reconnaissance will not be needed. Prepare all necessary sampling equipment including field meters, sampling tools and submersible pump (when needed) following standard operating procedures.

Task 4. Field Data Management

Provide the Authority copies of the completed COC and field sheets. The field and water quality data will

be provided in the two prescribed Excel templates (Table 4 and 5) for water quality and water levels provided by the Authority.

Task 5. Project Management

Coordinate with the Authority as necessary. Invoices will be submitted monthly by the 15th of the following month.

SECTION 4 – REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

General Requirements

- Experience sampling a variety of wells including, domestic and irrigation
- Experience in coordinating with laboratories for analysis of water samples

Knowledge of:

- DWR protocols for water level and water quality sampling
- Domestic and irrigation well design and operation

SECTION 5 – PROPOSAL REQUIREMENTS

Cover Letter

The proposal shall be transmitted with a cover letter that includes the name, address, telephone number, fax number and e-mail address of the firm with point of contact.

Resume

Provide a resume of no more than two pages that summarizes responsible personnel’s experience, education, knowledge, skills and abilities.

Proposal

Include in the Proposal:

- Brief description of the company’s experience that demonstrates the ability to perform the essential functions and provide the required knowledge, skills and abilities.
- List of any subcontractors to perform any stated duties and their qualifications
- Summary of education, specialized training, certificates or licenses obtained that demonstrate the firm’s knowledge groundwater monitoring and sampling.
- Budget for Project with breakout for unit costs and totals for each Task and any equipment or consumables.
- A list of at least three references from employers or agencies in which the company has performed work for. Please provide a name, address, telephone number, fax number and e-mail address for a contact person for each reference. It is the intention of the Authority to verify all references prior to making the final selection.

- Any additional information considered necessary in assessing the firm’s qualifications and experience.

Address the proposal to:

Stephen Julian, Watershed Coordinator electronically to stephen@cosumnesgroundwater.org

SECTION 6 – PROPOSAL RATING

Proposals will be evaluated in detail by Authority staff and additional information may be requested from candidates.

The following represents the principal selection criteria that will be considered during the evaluation process:

- Experience: This includes the company’s/operators past experience working in groundwater monitoring and sampling.
- Education and Expertise: Education, specialized training, certificates, or licenses obtained that demonstrate the candidate’s expertise in the field and active participation in professional or trade associations.
- Strengths: Characteristics, traits, and strengths that make for a strong candidate and the motivation for wanting to work for the Cosumnes Groundwater Authority.
- Cost: Proposed cost to perform the services required.

The Authority reserves the right not to award a contract, to modify the scope of services required as necessary and/or to accept or reject any or all submittals received as a result of this request.

SECTION 7 – TERMS AND CONDITIONS

Term of Agreement

The term of the agreement shall be two monitoring events, May and October 2022.

Standard Terms and Conditions

The following clauses, in substantially the form presented, will be made part of a contract the selected company will be expected to sign. It is anticipated that modifications and additions may be required once a Contractor has been selected.

1. Termination and Breach of Contract: The Authority may terminate the Contract for the breach of any covenant, term and condition of the Contract by the Contractor, its officers, agents or employees, provided the breach is not cured within ten (10) days after written notice thereof is presented to Contractor. In the event that the Contract is for any reason terminated for cause by the Authority, Contractor shall be liable to the Authority for the expense of the Authority arranging to obtain any services provided herein from an alternative source. The Authority may terminate this Contract after thirty (30) days notice for any reason. If the Authority terminates this Contract without cause as provided for herein, Authority shall be liable for the reasonable value of Contractor's work up to the effective date of the notice. The Authority's determination of the

reasonable value of the Contractor's work shall be final.

2. Time of the Essence: Time shall be of the essence with respect to each term and condition of the Contract.
3. Indemnity: Contractor agrees to fully indemnify, defend and hold harmless the Authority, its officers, employees and agents from any and all loss, damage, liability, claim, demand, or cause of action whatsoever resulting from or alleged to have arisen out of or have resulted from any act or omission of Contractor, its officers, employees, agents, independent contractors, or representatives in the performance of this Contract.
4. Independent Contractor: In the performance of the work herein provided for, Contractor shall be, and, is an independent contractor and is not an agent or employee of the Authority. The Authority has and shall retain the right to exercise full control and supervision of the services to be rendered to the Authority and full control over Contractor in the performance of all services hereunder. The Contractor shall be solely responsible for all matters relating to the payment of its employees, and all other regulations governing such matters.
5. Workers' Compensation Insurance Requirements: In addition to any other form of insurance required under the terms of this Contract, the Contractor shall maintain Workers' Compensation insurance with statutory limits for any employees of the Contractor. If any owner or employee is not covered by Workers' Compensation insurance, the Contractor shall provide a statement to the Authority to that affect. The Contractor shall agree to fully indemnify, defend and hold harmless the Authority, its officers, employees and agents from any and all workers' compensation claims by any owner, employee or subcontractor of the Contractor in the performance of this Contract.