

**Request for Qualifications
Lower Platte North Natural Resources District
Groundwater Management Plan Update**

Proposals Must Be Received by: 10:00 am on December 27, 2023.

The Lower Platte North Natural Resources District (LPNNRD) is requesting qualifications from firms specializing in the technical writing of a Groundwater Management Plan. The plan should meet all the requirements outlined by Nebraska State Statues 46-709 as shown:

- (1) Ground water supplies within the district including transmissivity, saturated thickness maps, and other ground water reservoir information, if available;
- (2) Local recharge characteristics and rates from any sources, if available;
- (3) Average annual precipitation and the variations within the district;
- (4) Crop water needs within the district;
- (5) Current ground water data-collection programs;
- (6) Past, present, and potential ground water use within the district;
- (7) Ground water quality concerns within the district;
- (8) Proposed water conservation and supply augmentation programs for the district;
- (9) The availability of supplemental water supplies, including the opportunity for ground water recharge;
- (10) The opportunity to integrate and coordinate the use of water from different sources of supply;
- (11) Ground water management objectives, including a proposed ground water reservoir life goal for the district. For management plans adopted or revised after July 19, 1996, the ground water management objectives may include any proposed integrated management objectives for hydrologically connected ground water and surface water supplies but a management plan does not have to be revised prior to the adoption or implementation of an integrated management plan pursuant to section [46-718](#) or [46-719](#);
- (12) Existing subirrigation uses within the district;
- (13) The relative economic value of different uses of ground water proposed or existing within the district; and
- (14) The geographic and stratigraphic boundaries of any proposed management area.

Each district's ground water management plan shall also identify, to the extent possible, the levels and sources of ground water contamination within the district, ground water quality goals, long-term solutions necessary to prevent the levels of ground water contaminants from becoming too high and to reduce high levels sufficiently to eliminate health hazards, and practices recommended to stabilize, reduce, and prevent the occurrence, increase, or spread of ground water contamination.

The LPNNRD's first plan was approved in 1985 and most recently updated in 1995. Since 1995 the NRD has collected additional geologic, groundwater quality, and quantity data. Maps and reports created with this data are available at the LPNNRD office in Wahoo. The LPNNRD's goal is to create a new Groundwater Management Plan that is concise, easily readable by the public, adaptable, and meets statutory requirements. Additional topics of focus in the plan shall include:

- The availability of supplemental water supplies;
- Public health concerns;
- Contamination triggers;
- Rural and urban best management practices;
- Organic and inorganic nitrogen;
- References to additional interactive maps for public viewing currently being developed by the LPNNRD; and
- Other recommendations that arise during the process of updating the plan.

Minimum Project Requirements:

1. Exemplary communication and a robust public participation process, including:
 - a. One in-person kickoff meeting at LPNNRD office with District personnel;
 - b. Two in-person public meetings and six stakeholder meetings;
 - i. The NRD will take care of invites, notices, facilities, and printing of information with general guidance from contractor;
 - c. Two in-person meetings with LPNNRD water committee;
 - d. One in-person meeting/presentation to LPNNRD board of directors; and
 - e. Virtual and/or in-person meetings with staff as needed.
2. Final state approved groundwater management plan, which shall include:
 - a. One round of revisions requested from NeDNR and other applicable reviewing agencies; and
 - b. Adobe PDF format and the editable documents including all links used to produce the final PDF (Adobe InDesign, Microsoft Word, or other software package as agreed to).

If interested, the following information should be submitted:

1. A letter of interest not to exceed two (2) 8 ½ x 11 pages. Include the firm name, address, telephone number and email address, the year the firm was established, any previous names for the firm and a list of the types of services for which the firm is qualified.
2. The body of the proposal not to exceed five (5) 8 ½ x 11 pages and three (3) 11 x 17 pages. General overview of firm's understanding of the project(s) and approach to the project(s).
3. A description of the project organization not to exceed two (2) 8 ½ x 11 pages. Including the names of the principals of the firm, the names of the personnel expected to be utilized including any sub-consultant personnel and the specific project contact person.
4. A list of similar projects completed by the firm within the last 5 years. Please list key personnel involved in each project. Each project description shall be limited to one (1) 8 ½ x 11 page (maximum of 4 pages).
5. Resumes of key personnel. Resumes shall include their workplace location, a description of their relevant experience, length of time with the firm, applicable licensures and

registrations, and their proposed role in the project. Resumes shall be limited to one (1) 8 ½ x 11 page per resume (maximum of 10 pages).

6. Proposed schedule of completion not to exceed one (1) 11 x 17 page.
7. Proof of professional liability insurance in the amount of \$1,000,000 not to exceed one 8 ½ x 11 page.

Selection factors for the project will include the following:

1. Project understanding and approach;
2. The project organization, adequacy of available staff, location of personnel relative to the project location;
3. Ability to meet schedule of completion;
4. Similar projects completed by the firm; and
5. Qualifications of the professional personnel and staff members.

Project Fee:

Estimated fees should be submitted for all aspects of this project.

General guidelines:

This RFP for consulting services is a qualifications-based selection process, however, an estimate of probable costs for services are requested with the proposal as outlined above. The final price for consulting services will be negotiated with the selected firm during the scoping process. All consultant firms submitting proposals must be available to initiate work upon notice to proceed.

Final selection of the firm to perform such services may require an in-person interview that will be scheduled after receipts of the project proposals. If selected for an interview, firm must be available the first week of January (January 3rd, 4th, or 5th) to present to the LPNNRD's selection committee. The LPNNRD intends to negotiate a contract with the recommended firm and approve a contract at the January 8, 2024 Board meeting.

One hard copy and an electronic copy of your qualifications/proposals must be provided to: Lower Platte North NRD, Box 126, 511 Commercial Park Road, Wahoo, NE 68066, no later than 10:00 AM on Wednesday December 27th, 2023.

Questions regarding the RFQ/RFP and hiring process can be addressed to Daryl Andersen, LPNNRD (phone: 402-443-4675; e-mail address: dandersen@lpnnrd.org).

Your interest in submitting a project proposal is appreciated.

Attachment available on the District's website (lpnnrd.org):

1. GW Management Plan 1995