



**REQUEST FOR QUALIFICATIONS (RFQ)
For
GROUNDWATER MODEL DEVELOPMENT**

SOLICITATION # 2026-01

Issue Date: February 23, 2026

Responses must be received by: March 27, 2026 at 3:00 pm CDT

Contact: info@evergreenuwcd.org

EVERGREEN UNDERGROUND WATER CONSERVATION DISTRICT

REQUEST FOR QUALIFICATIONS (RFQ) Groundwater Model Development

1. GENERAL INFORMATION

1.1 Introduction

The District requests Statements of Qualifications from qualified groundwater professionals including professional geologist or professional engineering firms to provide aquifer characterization, groundwater model development, calibration, and application. This procurement is made in accordance with the Texas Professional Services Procurement Act.

1.2 Background

The Evergreen Underground Water Conservation District was created by the Texas Legislature under Section 59 of Article XVI of the Texas Constitution and Acts of May, 1965, 59th Leg. R.S., ch. 197, 1965 Tex. Gen. Laws 398; as amended by Acts of May 25, 1967, 60th Leg., R.S. ch. 1272, 1967 Tex. Gen. Laws 1676; Acts of May 30, 1983, 68th Leg., R.S., ch. 484, 1983 Tex. Gen. Laws 2852; and Acts of May 17, 1985, 69th Leg., R.S., ch. 438, 1985 Tex. Gen. Laws 2984 and the non-conflicting provisions of Chapter 36, Texas Water Code. The district was created to protect and conserve the groundwater resources of Atascosa, Frio, Karnes, and Wilson counties.

The District is a local political subdivision of the state of Texas responsible for managing groundwater within Atascosa, Frio, Karnes, and Wilson Counties. Principal aquifers include the Carrizo, Wilcox, Queen City, Edwards BFZ, Sparta, Yegua-Jackson, Gulf Coast Aquifer System and other associated units. The District collects groundwater level data from a network of observation wells throughout the District across various aquifers and compiles annual production data from permitted producers.

The District participates in groundwater planning through Groundwater Management Areas 13 and 15 and joint water planning through Region L. As part of its planning role, the District has historically participated in aquifer characterization studies and invested in the evaluation of aquifer parameterization. The District currently uses ArcGIS and Groundwater Vistas 9 to assist in its management of scientific data and models. More information regarding studies and available data can be found at <https://evergreenuwcd.org/aquifer-science/>.

1.3 Objectives

The objective of this RFQ is to solicit information from qualified parties (Respondents) regarding their skills, abilities, experience, and credentials relevant to collecting, analyzing, and interpreting groundwater data in order to develop, calibrate, and apply numerical groundwater models. In addition to the development of datasets and models, the District seeks applications to automate, streamline the use and interpretation of the models. The developed models are intended to be routinely updated and shall be structured to allow utilization by the District to aid in permit evaluations, policy development, and planning.

The District anticipates the development of a stakeholder group to help identify public and private sources of data and provide input to the model development.

2. SCOPE OF SERVICES

Task 1: Data Model Development (Anticipated Timeframe - 1 Year)

A data model shall be developed for the parameterization, calibration, and application of a groundwater flow model. The development of the model shall consist of compiling and evaluating existing District data, data and reports from previous groundwater modeling efforts, identifying data gaps, and the identification and evaluation of other public and private sources of data to parameterize hydraulic variables, set boundary conditions including but not limited to:

- Assemble and analyze geophysical well logs.
- Assemble and analyze previous assessments of the aquifer structure to help evaluate the location and impacts of the geological faults and the regions of thick sand units on groundwater flow.
- Assemble, evaluate, and process pump test data from public and private sources to help update and derive hydrogeologic parameters.
- Assemble and analyze well pumping information.
- Assemble and analyze water level information.
- Assemble and analyze surface water levels to parameterize head boundaries.
- Assemble meteorological data to assist in development of recharge estimates.

Data shall be compiled in geospatial formats, compatible with ArcGIS, as well as formats ready for input into a numeric model. Data shall be appropriately documented with meta-data and data dictionaries. Also, please note that the District has a number of previous studies that will serve as input. The selected firm will need to first identify critical data gaps and recommendations to address the gaps.

A hydrogeologic conceptual model of the regional and local groundwater system shall be developed with definition of the geometry of hydro stratigraphic units; the hydraulic parameters that control groundwater flow; the rates and locations of recharge and groundwater withdrawal; and the water level conditions in and along the model boundary.

The selected firm shall participate in a stakeholder informed process to solicit data and receive feedback regarding model assumptions, structural development, intended model use and budget consideration.

Task 2: Numeric Model (Anticipated Timeframe - Year 2)

A numerical model encompassing appropriate areas of the District and extending outside the District as necessary for simulation of water levels, pumping, groundwater flow, and availability shall be developed using MODFLOW 6, or approved equal modeling framework. The model shall be calibrated to obtain an acceptable agreement between measured and projected groundwater levels, flow directions, and vertical gradients. The transient calibration model will simulate the time period identified in collaboration with District staff. Hydraulic parameters will be varied within reasonable ranges based on available data and consultation with District staff to achieve an acceptable match to calibration targets.

The model shall also be developed using MODPATH or other sub-routines sufficient to allow for development of particle tracking applications including capture maps.

Task 3: Application Development (Anticipated Timeframe - Year 3)

The calibrated groundwater flow model and associated particle tracking will be used for simulating water levels, groundwater budgets, and water flow vectors to assess impacts of specific pumping proposals at both local and District scales and considering regional pumping effects. The model should be ready for utilization by both District staff and permit applicants.

The project team shall develop a proposal for a limited number of simulations (anticipated to be at least five (5) but no more than ten (10) scenarios) based on discussions with the District, project delivery team and the stakeholders. The scenarios shall assist the district in evaluating future pumping scenarios that could influence rule criteria, such as spacing and production limits within the District and critical management zones. The simulations shall be processed, model output files compiled in geospatial formats, and a report detailing analysis of the scenarios prepared.

Project Management

The selected firm shall provide project management services sufficient for seamless project delivery including management and reporting, progress reporting, schedule, and budget. The team should be available to prepare exhibits to assist and participate in stakeholder meetings. The project representative should be available to present project progress updates at District Board Meetings as necessary and remotely. Model data files and chronology shall be maintained for transfer to the District as work progresses and after completion of the project.

Additional Items

The District has interest in the development of graphical input interfaces or other applications that improve the ease of use of the models with limited parameter changes and scenario simulation, to support evaluation of permit applications. Should the District decide to pursue this task, a separate scope of work shall be executed as an additional task.

2.1 Domain

Two separate models shall be developed including:

- The major and minor aquifers, including the Wilcox, Carrizo, Queen City, Sparta, Yegua-Jackson, and alluvial layers across Atascosa, Frio, Karnes, and Wilson Counties and adjacent areas sufficient to characterize and simulate groundwater flows within these groundwater units.
- The Catahoula, and Gulf Coast Aquifer System including the Jasper, Burkeville, and alluvial layers across Karnes County and adjacent areas sufficient to characterize and simulate groundwater flows within these groundwater units.

Model layering and grid structure shall be determined by the selected respondent in collaboration with District staff and input from the stakeholder process.

2.2 Deliverables

1. Data Development
 - Professionally prepared report assessing currently available datasets, identifying data gaps, and recommendations for how to address the identified data gaps.
 - Compilation, analysis, and interpretation of data from internal and external public and private sources and previous regional model reports to characterize the aquifer, including the development and delivery of spatial datasets, meta data, and data dictionaries.
2. Model Development
 - Conceptual model report
 - Numeric model development, including model input files
 - Spatial datasets of model parameters and backup data
 - Calibration report thoroughly documenting calibration processes including calibration targets, parameters, model performance, and sensitivity
 - Geodatabase of model outputs
3. Model Application
 - Professionally prepared report describing the development of model scenarios, model output processing, and simulation results to evaluate agreed upon scenarios. Processed result formats, report content, and length to be coordinated with District staff

3. QUALIFICATIONS SUBMITTAL

3.1 Minimum Qualifications

The following minimum requirements must be demonstrated in order for the submission to be **considered responsive** to the District. Any submission received, which is determined to not meet these mandatory requirements may be immediately disqualified and rejected as non-responsive.

- Minimum of three (3) years' experience providing similar products or services of equal complexity and magnitude.
- Minimum of three (3) years of experience of the development and application of both groundwater availability and local scale quantitative groundwater flow models, utilizing MODFLOW.
- Three (3) references from entities for which the Respondent provided the products or services of equal complexity and magnitude. The District cannot be used as a reference.
- The responding individual or business is not on the debarred vendor list with the District, the State of Texas, or Federal Debarment List (sam.gov).
- The responding individual or business must have a valid, current License as Professional Engineering or Professional Geologist.
- Understanding and expertise in quantitative groundwater assessments and groundwater modeling of multilayer, areally extensive systems.
- Submittal documents including a cover sheet, Executive Summary, per the method described in the Submission Format.

3.2 Submission Format

The electronic proposal should be submitted in Adobe PDF as a typewritten, single spaced and submitted on 8 ½" x 11" white paper. Font size shall be no less than 12-point type and be in full color. All pages shall be numbered. Margins shall be no less than 1" around the perimeter of each page. Submittals shall be no longer than 40 pages and shall include the documents listed below (including but not limited to: coversheet, executive summary, attachments, resumes, section dividers, and organization chart). Websites or URLs shall not be submitted in lieu of the printed proposal or electronic submission.

Submissions must contain, and be organized, as shown below. Each section should be separated by tabs.

1. COVER SHEET: including solicitation number and name, firm name, address, contact phone, fax, website and email address.
2. EXECUTIVE SUMMARY: The summary should include a statement of the work to be accomplished, how consultant proposes to accomplish and perform each specific service, and any unique problems perceived by consultant and their solutions. Respondent should specify which model domains (can be one or both) for which they are submitting their statement. If the respondent is submitting their statement for both domains, specify a preference for a domain.

3. TABLE OF CONTENTS;
4. EXPERIENCE and RESOURCES: Background of Respondent and support personnel, including professional qualifications and length of time working in Respondent's capacity. Include resumes of key personnel for services that Respondent proposes to perform including relevant experience of Respondent as it relates to the scope of services contemplated by the solicitation. Provide an organization chart of the proposed team members, firm association, and percent time allocated to the project. Include applicable registrations, licenses, and certifications. If Respondent is proposing as a team or joint venture, provide the same information for each member of the team or joint venture.
5. FIRM HISTORY: History of firm and principles, including:
 - a. years in business, if less than five years, previous experience of principals;
 - b. years in business under present name, the former names, if any, the organization has operated under; and,
 - c. Description of previous work similar to the request, including a list of 3 projects where similar services were provided, with dates services were provided, team personnel roles within this example projects, and the client contact information.
6. REFERNCES: List of at least three (3) references; and
7. OTHER DOCUMENTS:
 - a. Conflict of Interests: A statement of conflicts (if any) the proposing entity or key employees may have regarding these services. The statement should include conflicts, as well as any working relationships that may be perceived by disinterested parties as a conflict, including but not limited to clients who have or plan to have groundwater wells in Atascosa, Frio, Karnes, or Wilson counties. If no potential conflicts of interests are identified, please state so.
 - b. Provide a list of current litigation or any pending claims against your firm.

Please note that in accordance with Section 2254.004 of the Texas Government Code, submittals must NOT include any cost quotations at this stage in the selection process. Any submittals that include cost quotations will be rejected upon receipt.

3.3 Submittal Process

Interested parties are to submit a PDF file of the submission RECEIVED BY the District no later than 3:00 p.m. CDT., March 27, 2026, in accordance with either delivery method provided below.

Courier/Postal Delivery or Email:

Evergreen Underground Water Conservation District
Attn: RFQ #2026-01-Modeling
110 Wyoming Blvd
Pleasanton TX 78064

info@evergreenuwcd.org

NO FACSIMILES WILL BE ACCEPTED.

To facilitate the evaluation process, **one (1) complete electronic version of the Statement of Qualifications shall be provided by email transmittal to info@evergreenuwcd.org**. All Statements of Qualifications are to be provided in a prepared Adobe Acrobat Portable Document File and be less than 15 MB in size. The District will not accept submission via links to external sites for download (e.g. Dropbox). The electronic version of the Statement of Qualifications shall be deemed delivered on the date and time in the email transmitting the submission.

Upon receipt by the District, each statement will be stamped with the date and time received and stored unopened in a secure place until the statement opening. All statements become the property of the District, which will hold the contents of all statements confidential until an award is made.

Statements received after the time set for the opening will be declared late and not eligible for opening and consideration. The District is not responsible for mail, courier, or other delivery methods, in-transit time or non-delivery. Late deliveries will be held unopened. Potential firms will be advised by mail that their statement was late and not accepted and will be allowed to pick up their statement package.

Please direct any inquiries regarding this process by email at info@evergreenuwcd.org.

4. SELECTION

Selection of a firm shall be in accordance with Section 36.057(c) of the Texas Water Code, and the Professional Services Procurement Act, Subchapter A, Chapter 2254, Texas Government Code.

The District may require additional information after the review of the initial information received. Interviews may be conducted individually with one or more of the firms who submit responsive statements and who are determined reasonably qualified for award of the contract. The District reserves the right to reject any and all submittals and does not guarantee a contract will be awarded. All costs associated with the preparation of the statements of qualifications, site visits, presentations, and any other costs are the responsibility of the submitting firms.

4.1 Evaluation Methodology

1. Criteria for Evaluation

The District will determine, in its sole discretion, the Respondent or Respondents best qualified to perform the required services, based on the following criteria:

- a. Demonstrated recent successful experience in groundwater modeling, including development and application of MODFLOW models in both groundwater availability and local scale applications.
 - i. Experience with Groundwater Conservation Districts
 - ii. Experience with MODFLOW, particularly MODFLOW 6 and Groundwater Vistas and in quantitative groundwater assessments
 - iii. Experience with application of groundwater models in a local and regional context for permitting decisions and policy development
 - iv. Experience with application development to automate and streamline the use of groundwater models.

Total: 50 points

- b. Ability to make site visits and availability to District staff.

Total: 30 points

- b. Ability to perform services in a timely and budget conscious manner.

Total: 20 points

2. Acceptance of Evaluation Methodology

By submitting a Response to this RFQ, the Respondent: (a) acknowledges and accepts the evaluation process; and (b) understands that the determination of the most qualified firm will require the exercise of subjective judgment by the District.

4.2 Anticipated Statement of Qualification Review

The following table identifies the estimated dates/time frame for receipt, evaluation, and notice of acceptance as a financial audit resource of the District. Please note the following key dates when preparing your response to this RFQ.

Description	Date*
Release of RFQ	February 23, 2026
Pre-Submittal Conference	March 9, 2026
Deadline for Submittal of Questions	March 11, 2026
STATEMENTS OF QUALIFICATIONS DUE	March 27, 2026
Firm Interviews by District (<i>if any</i>)	To Be Determined
Notification of Selection as a Financial Audit Resource for District	To Be Determined

* The above noted dates are subject to change without notice.

5. CONTRACT

5.1 Contract Term

An agreement awarded in response to this solicitation will be for a two (2) year period. The District and the Respondent shall have the option to renew for up to two (2) additional one (1) year terms. At the sole discretion of the District, the Contract may be further extended as needed, not to exceed a total of six (6) months.

5.2 Contract Approach

The firm(s) or team(s) shall be selected by the District on the basis of demonstrated competence and qualifications to perform the services, as herein provided. After selection by the District, the Parties will endeavor to enter into a contract for professional groundwater modeling and hydrogeological services, in the manner provided by law, including Chapters 2254 and 2269 of the Texas Government Code. That contract shall:

- (a) define and describe the scope of services, the agreed-upon and reasonable fees for such services, and reimbursable expenses prior to any services being performed under the contract;
- (b) be drafted in a form provided by the District; and
- (c) recite a fair and reasonable price for the services to be provided, however, the professional fees under the contract may not exceed any maximum provided by law.

The District is anticipating awarding two (2) contracts; a Wilcox, Carrizo, Queen City, Sparta, and Yegua-Jackson centric contract, and a Catahoula and Gulf Coast Aquifer System centric contract. However, the District will exercise discretion in the determination of the number of firms and scope of work of the contracts in an effort to select the most qualified team(s) to deliver the projects in an efficient and appropriate manner.

Respondents will not be compensated for responses. Final selection of a firm will be made by the District's Board of Directors.

END OF INSTRUCTIONS