

**Public Utility District No. 1 of Jefferson County**  
**Quilcene Pump Test and Predictive Ground Water Flow Model**  
**REQUEST FOR PROPOSALS**  
**ADVERTISEMENT**  
**JPUD RFP No. 22-007**

Public Utility District No. 1 of Jefferson County (JPUD) is seeking hydrogeologist services to design and perform a pump test and develop a predictive numerical or computer groundwater flow model for JPUD's Water Right Application (WRA) No. G2-29120 simulating the impacts to possibly two instream flow basins. The PUD's Preliminary Permit outlines the details needed for the site-specific pump testing and all work to be in compliance with chapter 173-517 Washington Administrative Code (WAC).

PUD No. 1 of Jefferson County is an equal opportunity and affirmative action employer and an RUS borrower.

**A. Scope of Services**

After its initial application, JPUD applied to add the United States Forest Service (USFS) well (ABR-399) to WRA No. G2-29120 as a second point of withdrawal. It is anticipated the second source (Community Well) will be pumped at an instantaneous rate of 90 gpm and the USFS well will be pumped at an instantaneous rate of 50 gpm. Under the two wells, Jefferson PUD is proposing a combined instantaneous withdrawal rate of 140 gpm. Additional additive acre-ft to the PUD's current 13 acre-ft has yet to be determined.

Before Ecology can process G2-29120, we will need the following preformed:

***Pumping Test***

- **Develop and perform a site-specific testing plan for the USFS well.** The Preliminary Permit outlines the details needed for site specific testing.

***Modeling***

- **Develop a numerical groundwater flow model or another predictive tool to determine to what extent groundwater capture from pumping both wells will impact individual streams regulated under chapter 173-517 WAC and if the proposed pumping will impair senior water right holders.** Using both the PGG (February 1997) report and pump test data under this preliminary permit for the USFS well, streamflow capture must be identified and estimated to determine if your application can be approved using water reserved for future use, WAC 173-517-150.

The scope of services required by this RFP include the following services:

1. Existing well evaluation
2. Test observation wells
3. Pump Test
4. Report

The Preliminary Permit issued by the Department of Ecology is attached to this Request for Proposal and RFP22-007

Quilcene Pump Test and Predictive Groundwater Flow Model

provides a detailed outline for the scope of services listed above.

## **B. PROPOSAL SUBMITTAL**

The following information is to be submitted as part of the proposal. The proposal is not to be more than 10 double-sided pages in length including any resumes and cover letters. One (1) hard copy and an electronic copy of the proposal are to be provided.

Deadline for submission of proposals:

Interested firms should submit proposals no later than 3:00pm on October 13, 2022. To:

Kara Rogers  
Jefferson County Public Utility District No. 1  
310 Four Corners Road  
Port Townsend, WA 98368

Email submittals are accepted and should be sent to [krogers@jeffpud.org](mailto:krogers@jeffpud.org)

**If you submitted your RFP via email, you do not need to send your proposal in a hard copy format.**

Proposals should be marked:

“Quilcene Pump Test and Predicative Ground Water Flow Model – JPUD”

## **C. Evaluation Criteria**

Proposals will be evaluated by a committee made up of JPUD employees using the following criteria:

### Experience of the Firm:

Demonstrated experience of the firm in relation to the scope of potential work, and quality of service provided to customers in the past on projects of similar scope and scale.;

### Expertise of Personnel:

Demonstrated expertise of the key personnel on projects of similar scope and scale in relation to the scope of potential work.;

### Past Similar Projects:

Provide details of other Preliminary Permit work, pump testing and or predictive groundwater flow modeling project that you and your team have completed.;

### Ability to meet the state requirements outlined in the preliminary permit:

Demonstrate how your firm has performed pump tests and developed predictive ground water flow models that led to the successful award of water rights to clients. Include projects where instream flow impacts from proposed ground water withdrawals were simulated to Ecology’s satisfaction and **met all requirements under Washington state law.**; and

### Hourly Rates/Fee Schedule:

Provide a fee schedule for the scope of services outlined in this request for proposal.

**All the criteria will be weighted evenly during the selection process review.**

**D. Additional Requirements**

The PUD reserves and has the sole discretion to:

- A. Award a contract for Personnel Services for all, any, or any combination of the anticipated scope of work described within the RFP.
- B. Reject any and all consultant qualifications considered by the PUD to be non-responsive or not in the best interest of the PUD, in its discretion.
- C. Supplement, amend or otherwise modify this RFP or cancel this RFP without substitution.
- D. Waive any or all informalities in the consultant's qualifications or failures to comply with the RFP requirements.
- E. Request further information, or presentations from consultants as needed to support the PUD's selection of the most qualified consultant
- F. Select any consultant that in the opinion of the PUD is most qualified.
- G. Modify the anticipated scope of work, and milestones and schedule.

**E. PUBLIC RECORDS**

Public Records Act Under Washington State Law (reference RCW 42.56 – the Public Records Act) all materials received or created by the PUD are considered public records. These records include but are not limited to qualification submittals, agreement documents, contract work product, or other information submitted by a vendor to the PUD.

The State of Washington's Public Records Act requires that public records must be promptly disclosed by the PUD upon request unless the RCW or another Washington State statute specifically exempts records from disclosure. Exemptions are narrow and explicit and are listed in Washington State Law (RCW 42.56 and RCW 19.108).

Respondents must familiarize themselves with the Washington State Public Records Act and the limits of record disclosure exemptions. For more information, visit the Washington State Legislature's website regarding the Public Records Act at <http://apps.leg.wa.gov/RCW/default.aspx?cite=42.56>. If the consultant believes that any of the records it submits to the PUD as part of your informational material are exempt from disclosure, you can request that they not be released. To do so, you must notify the PUD in writing. You should clearly and specifically identify each record and the exemption(s) that may apply.