

TO: Board Members

THROUGH: Jeff Walker, Executive Administrator
Robert E. Mace, Ph.D., P.G., Deputy Executive Administrator, Water Science & Conservation
Les Trobman, General Counsel

FROM: John Sutton, Manager, Municipal Water Conservation

DATE: August 11, 2016

SUBJECT: Approval to Negotiate and Execute a Contract in Response to a Request for Qualifications for the Determination of the Most Effective and Accurate Process to Measure Water Conservation Statewide.

ACTION REQUESTED

Consider authorizing the Executive Administrator to negotiate and execute a contract in a total amount not to exceed \$2,250,000 to determine the most effective and accurate process to measure water conservation statewide.

BACKGROUND

The 84th Texas Legislature appropriated \$2,250,000 from General Revenue to the Texas Water Development Board (TWDB) to fund a contract to measure water conservation statewide (House Bill 1, General Appropriations Act, 2015 Legislature, Regular Session, Rider 26).

On January 19, 2016, the Board authorized the Executive Administrator to publish a Request for Qualifications (RFQ) for a Determination of the Most Effective and Accurate Process to Measure Water Conservation Statewide. The RFQ was announced in the Electronic State Business Daily on April 25, 2016. Applications solicited were to:

1. Identify and develop practical approaches to estimate and measure the implementation of recommended water conservation strategies in the approved 2016 regional water plans. The goal is to measure water conservation statewide.
2. Quantify and install, on a pro rata basis, sufficient municipal water conservation strategies to meet the goals of the 2012 State Water Plan.

As per the appropriation, all work is to be performed and completed by August 31, 2017.

KEY ISSUES

In response to the RFQ, TWDB Contract Administration Division received five applications (Table 1) on or before the May 24, 2016, deadline. Staff reviewed, scored, and ranked the applications using the

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criteria identified in 31 Texas Administrative Code §355.5 and further specified in the RFQ which included, but was not limited to, how each applicant would:

- Develop approaches to estimate the implementation of municipal water conservation strategies statewide.
- Assess the implementation of recommended municipal water conservation strategies in the 2012 State Water Plan or the approved 2016 regional water plans, whichever results in greater overall water conservation savings.
- Quantitatively determine, on an annual pro-rata basis, the implementation of municipal water conservation strategies required to meet the goals in the 2012 State Water Plan or the approved 2016 approved regional water plans, whichever results in greater water conservation savings.
- Review the conservation implementation sections of each approved 2016 regional water plan including the methodology used by each region to report the implementation of municipal water conservation strategies.
- Incorporate the use of TWDB's Best Management Practices Tool.
- Review the recommended municipal water conservation strategies in the 2012 State Water Plan and approved 2016 regional water plans.
- Review the Water Conservation Savings Quantification Study – TWDB Report 2012.

After initial reviewing, scoring, and ranking, staff invited the top two applicants for a verbal presentation. This process allowed for each applicant to prepare responses to three questions and present to the review panel.

Staff identified Averitt & Associates, Inc., as the top ranked applicant; therefore, the Executive Administrator recommends approval to negotiate a contract with Averitt & Associates, Inc. for the determination of the most effective and accurate process to measure water conservation statewide. If a contract is not able to be negotiated with the top ranking applicant, then the Executive Administrator recommends approval to negotiate a contract with CDM Smith, the second-ranked applicant.

Table 1: Rank order based on staff scoring of applicants in response to the request for qualifications No. 580-16-0009

Applicants
1. Averitt & Associates, Inc.
2. CDM Smith
3. Black & Veatch
4. AECOM
5. OmniEarth

RECOMMENDATION

The Executive Administrator recommends approval to negotiate a contract with the top ranking applicant in response to a request for qualifications for the determination of the most effective and accurate process to measure water conservation statewide no later than 120 days from Board approval. If a contract is not able to be negotiated with the top ranking applicant, then the Executive Administrator recommends approval to negotiate a contract with the second-ranked applicant.