



# South Tahoe Public Utility District

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150  
Phone 530 544-6474 • Fax 530 541-0614

**April 4, 2011**

**Perspective Consultant**

RE: Alpine County Monitoring Well Installation Project – Hydrogeological Services Request for Proposal (RFP)

Dear Sir/Madam:

The South Tahoe Public Utility District (District) is seeking proposals from qualified firms to provide hydrogeological consulting services for the Alpine County Monitoring Well Installation Project. A copy of the contract documents for the monitoring well installation program are enclosed for your review and consideration.

The work for this project generally involves providing technical oversight, geologic records and documentation; and construction management services during the drilling and sampling of test borings, monitoring well construction and development for fourteen (14) new shallow groundwater monitoring wells to be installed in south Carson Valley and Diamond Valley, Alpine County, California; and providing groundwater sampling services for these new shallow groundwater monitoring wells. A listing of the proposed well sites is provided in Section 01 10 00. Accompanying locations maps for these sites are presented in the attachments.

The scope of work for your estimate should generally include the following work activities;

1. Serve as the owner's representative providing technical direction and field documentation of well drilling contractor activities, including the completion of underground service alert (USA) notification requirements, set-up of approved traffic control measures and the proper containment, storage and disposal of drilling wastes in accordance with the District specifications and Alpine County permit conditions;

2. Serve as the owner's representative providing technical direction and document all field activities associated with the drilling program, including: drilling and soil sampling of test holes, monitoring well construction, well cover and surface pad construction, monitoring well development and test hole abandonment and/or monitoring well destruction (if required) in accordance with District specifications and Alpine County Well Construction permit conditions;
3. Collect water quality samples from each new groundwater monitoring well for laboratory analyses in coordination with the District Laboratory;
4. Prepare detailed boring logs, as-built well installation diagrams and well development records for each new monitoring well in general accordance with the attached Geologic Records and Documentation requirements; and
5. Prepare a summary report that includes copies of all well drilling and encroachment permits, field notes, photo-documentation logs, lithologic logs, well material logs, well installation diagrams, well development logs, water-level measurements, water quality results and water well driller reports. All work must be performed under the direction of a California Registered Geologist, Hydro-Geologist or Engineer. The project summary report must be signed and stamped by the registered professional overseeing the work.

The monitoring well installations are anticipated to be completed in about twenty working days from June 1<sup>st</sup> through June 28<sup>th</sup>, 2011. Monitoring well development is anticipated to be completed within five (5) working days after the July 4<sup>th</sup> holiday. Groundwater sampling shall be conducted starting 48 hours following well development. The technical report documenting the well installation program will be due to the District six (6) weeks after groundwater sampling is completed.

If interested, please provide a cost proposal from your firm to assist the District in providing hydrogeological services including full-time oversight and documentation of all contractor activities associated with this project. Cost proposals for this work should include the following items:

1. Project Team: Include title, office location and contact information for all members of your project team with resumes for those individuals that will be responsible for performing the work.
2. Experience: Describe specific relevant experience of project team members and how that expertise will be utilized for this project. List at least three well installation programs successfully completed by project team members over the past three years, with accompanying client names and contact information. Provide examples of field notes, boring logs, well installation diagrams, and well development records completed by project team members assigned to performing the field work for this project.
3. Work-Hour Requirements: Provide a table showing all consultant tasks and an initial estimate of the work-hour requirements anticipated for this

project. The initial projection should be an itemized staffing breakdown in spreadsheet form, indicating personnel, title and estimated hours for each project team member on a per task and total project basis.

4. Schedule: Provide a project schedule listing major tasks, deadlines, duration and projected start and finish dates for the project.

Interested parties shall submit three (3) copies of their cost proposal to the District by no later than 5:00 p.m., Wednesday, May 4<sup>th</sup>, 2011. Please include all required travel time, equipment and expenses required for this project. Cost proposals shall be enclosed in a sealed envelope labeled "Hydrogeological Services for the Alpine County Monitoring Well Installation Project" and addressed as follows:

South Tahoe Public Utility District  
Attention: Ivo Bergsohn  
1275 Meadow Crest Drive,  
South Lake Tahoe, CA 96150  
(530) 544-6474

Accepted proposals will be reviewed and evaluated by District staff. Staff will select a proposal for recommendation to the District Board for approval at the May 12, 2011 regular meeting. Should you have any questions regarding this request, please do not hesitate to contact myself by email at [ibergsohn@stpu.dst.ca.us](mailto:ibergsohn@stpu.dst.ca.us).

Sincerely,

*Ivo Bergsohn*

Ivo Bergsohn, C.Hg.  
Hydro-Geologist

Attachments

cc: J. Hoggatt  
P. Sciuto  
File