



**Barton Springs
Edwards Aquifer**
CONSERVATION DISTRICT

**Barton Springs/Edwards Aquifer Conservation District
Request for Statements of Interest and Qualifications
For Legislative Consulting Services
RFQ No. 062414-001**

The Barton Springs/Edwards Aquifer Conservation District (BSEACD) requests statements of interest and qualifications from qualified firms to provide legislative consulting services for the BSEACD from December 1, 2014 to May 31, 2015 with an option to renew.

SCOPE OF CONSULTING SERVICES

The selected firm will provide legislative consulting services required to perform the following tasks:

- 1) Provide professional assistance and advice on the development of legislative, administrative, and regulatory strategies to assist the BSEACD in promoting its mission and achieving its service and organizational goals and objectives.
- 2) Meet with the BSEACD to assist and provide advice on the development of the BSEACD'S state legislative agenda including implementation strategies.
- 3) Communicate with the BSEACD on legislative, administrative, and regulatory approaches and strategies regarding legislation introduced and administrative rules proposed.
- 4) Advocate, pursue, and pass specific legislation as requested by the BSEACD.
- 5) Identify, monitor, and analyze legislation introduced and administrative rules proposed for possible impact on the governance, responsibilities, and operation of the BSEACD.
- 6) Provide status reports to the BSEACD as often as deemed necessary by the BSEACD, and to facilitate the timely work of the consultant.

EXPERIENCE AND APPROACH

The statement of interest should include:

- 1) a firm resume;
- 2) a general description of experience in legislative consulting services on matters including, but not limited to, water resources, environmental and natural resources, and local, state, and federal government issues;
- 3) a summary of background and experience pertaining to similar representation;
- 4) an assessment of qualifications; and
- 5) a statement certifying that the applicant and/or his/her firm is not aware of any existing conflicts of interest with the BSEACD or its Board of Directors.

Interested parties are to submit one (1) original and five (5) copies of statements no later than 5:00 p.m., Thursday, July 17, 2014, to John T, Dupnik, P.G., General Manager, at the following address:

Barton Springs/Edwards Aquifer Conservation District
Attn: Mr. John T. Dupnik, P.G.
1124 Regal Row
Austin, Texas 78748
(512) 282-8441
john@bseacd.org

The BSEACD strongly encourages minority-owned and women-owned businesses to submit statement of interest and qualifications. The BSEACD also encourages applicants, in those instances when joint venturing and/or subcontracting is appropriate, to form joint ventures and/or provide subcontract opportunities to minority and women owned firms.

NO FACSIMILES WILL BE ACCEPTED

Upon receipt by the BSEACD, 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 BSEACD, 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 BSEACD 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 or furnish a "call tag" and have the package picked up by a courier.

A short list of firms will be selected for interviews and will be given more detailed information.

Please direct any inquiries regarding this solicitation to Mr. Dupnik as indicated above.