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Upper Niobrara White Natural Resources District Request for Proposals

The Upper Niobrara White Natural Resources District (UNWNRD) is accepting proposals on the following project:

Project: Web based software to support producer data reporting

Proposal Deadline: June 8, 2017

Contact Person: Upper Niobrara White NRD
Attn: Lynn Webster
430 East 2nd Street
Chadron, NE 69337
308-432-6190
webster@unwnrd.org

Background:

In accordance with the Nebraska Groundwater Management and Protection Act, the UNWNRD has adopted rules and regulations to protect groundwater quality and quantity within the district. Said rules have been modified several times with the most recent update being in January 2015. Following the passage of LB 962 in 2004 a portion of the UNWNRD was declared fully appropriated and as such an Integrated Management Plan was completed in 2009 with an update occurring in 2011. For management purposes, the district has been divided into six groundwater management areas.

The rules and regulations require that flow meters be required on all high capacity wells within the district with all wells being metered by 2011. Additionally, in 2006 the UNWNRD began to certify irrigated acres within the basin with that effort being completed in 2007. As a result of groundwater declines, irrigation water is allocated in two of the six sub areas on a five year basis. To date, the collection of data from each meter is annually completed by staff during on-site visits to each meter location.

Project Summary:

Annually, meter data is collected for education, assessment and regulatory purposes and will be needed in the future. The UNWNRD is seeking proposals to allow land owners and/or producers the ability to self-report meter readings and water use via a web based application.

Features to be included but not limited to are:

- Individual land owner reporting and security
- Landowner capability to share updated contact information

- Ability to upload photographs and other images
- Ability to generate land owner letters
- Landowner reporting status queries/updates
- Ability to perform data queries
- Ability to generate summary reports
- Development of a smart phone application to accomplish mobile reporting
- Ability to generate, print and save producer reports
- Periodic producer reporting (e.g. mid-season reporting) with usage calculations

The proposal should also include:

- Contractor hosted versus UNWNRD hosted site
- Modification and transfer of existing Access data to final format/database
- Plan for ongoing adaptations to program, if and when needs change
- Recommendations on UNWNRD server needs
- Recommendations on UNWNRD internet page needs
- Other database management recommendations. Considerations for long term database management for integration of other types of data (e.g., quality information, static water levels and chemigation)
- Recommendations for on-going support

Deadline and Scope of Service:

Upon approval by the board of directors, UNWNRD representatives and the contractor will finalize the scope of work to be completed, milestones and reporting. Final product must be functional no later than September 1, 2018. The final budget will be developed following negotiated scope of service.

Proposals must include:

- Relevant project experience and qualifications of individuals involved in this project.
- At least two project references relating to relevant experience provided in submission.
- Statement of availability and ability to complete the proposed work under the schedule included herein.
- Detailed and itemized price proposal
- Conflict of interest statement addressing if any potential real or perceived conflict of interest exists between this project and other past or ongoing projects.
- Description of Insurance.
- Draft contract to perform the proposed scope of work.

Selection:

Proposals will be reviewed and the award made to the proposal that conforms to the minimum specifications outlined in this solicitation and provides the most value to the UNWNRD. The UNWNRD reserves the right to reject any or all proposals.

Submission Requirements:

An electronic copy of your proposal must be submitted in PDF format to Lynn Webster at webster@unwnrd.org no later than 5:00 p.m. Central Time on Thursday, June 8, 2017. Proposals exceeding typical email size restrictions must provide an ftp link to obtain proposal. Two hard copy proposals postmarked no later than Thursday June 8, 2017 must also be mailed to UNWNRD. Late proposals will not be eligible for consideration. Questions regarding the information contained in this RFP can be emailed to Lynn Webster at webster@unwnrd.org or by calling 308-432-6190