

**Hidalgo County-Urban County Program**  
**City of Edcouch**  
**Professional Engineering Services**  
**Street Improvements**  
**Valley Gutters & Paving Imp.**  
**Grading Grid**

CRITERIA	J.E. Saenz & Associates Inc.			Guzman & Muñoz Engineering & Surveying, Inc.			SAMES, Inc.		
	Grader City	Grader UCP	Grader Purchasing	Grader City	Grader UCP	Grader Purchasing	Grader City	Grader UCP	Grader Purchasing
Selection Criteria	18	18	20	20	19	20	10	17	20
Experience of Project Team	25	23	23	25	24	18	5	20	12
Experience/Availability of Project Manager	18	18	20	18	20	20	5	17	20
Understanding Projects	25	23	25	25	24	25	20	22	25
Familiarity w/ Applicable Rules & Regulations	5	10	10	3	10	10	3	9	10
<b>TOTALS:</b>	91	92	98	91	97	93	43	85	87
<b>AVERAGES</b>	<b>93.67%</b>			<b>93.67%</b>			<b>71.67%</b>		
<b>RANKING</b>	<b>1</b>			<b>1</b>			<b>2</b>		

April 8, 2009

To Whom It May Concern:

As required, I am sending you complete and certified excerpt from the minutes of April 7, 2009 Special Meeting of the Board of Aldermen of the City of Edcouch @ 6:00 P.M.

**ITEM III. Discussion and action on recommending an Engineering Firm for the Urban County 2008 Street Improvement Project.**

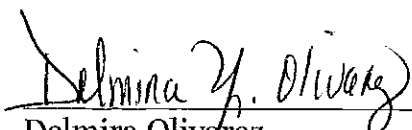
Mayor Calin Guzman, opened the floor for discussion and Mrs. Olivarez, went over the rating scores for the following Engineering Firms:

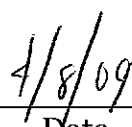
Guzman & Munoz Engineering & Surveying, Inc.; 91

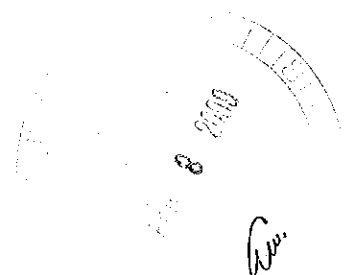
J.E. Saenz & Associates, Inc; 91

SAMES, Inc. 43

She mentioned she wanted to be as impartial as possible, but both Guzman & Munoz, and J.E. Saenz, had 100 yrs. Of accumulated qualification, had almost the same number of years in operations, one has more employees than the other, and has had more projects with U.C.. While the other had one more Engineer on staff. Therefore, she was bringing the item to the Council for them to make the recommendation. The Mayor asked how they had been rated and Mrs. Olivarez said by qualification, experience, understanding, and familiarity with rules. The Mayor asked for a motion, and Commissioner Ruiz made the motion to recommend J.E. Saenz, and second by Commissioner Lupita Garcia. The Mayor asked for a vote and Commissioner Eddy Gonzalez voted Naye, and Commissioner Henry Martinez, and Ofelia Vallejo abstained from voting. Therefore, the Mayor ruled that motion carried 2 for, 1 against, and 2 abstained. I, Delmira Olivarez, City Manager, certify that this is a complete and correct excerpt of the minutes of the meeting held on April 08, 2009.

  
Delmira Olivarez  
City Manager

  
Date



**HIDALGO COUNTY STATEMENT OF QUALIFICATION  
SCORING/EVALUATION SHEET  
ENGINEERING/ARCHITECTURAL SERVICES**

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: J.E. Saenz & Associates, Inc.

Date of Evaluation: April 3, 2009

Evaluator's Name: Oscar Garza, Procurement Specialist

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
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1. Professional Qualifications of Team	20	20
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Comments/Rationale for Points: Professional outfit with wide range of experience with various projects

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2. Experience of Project Team	25	23
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**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: Well recommended by various entities where firm has been involved with.

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3. Experience/Availability of Project Manager	20	20
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Comments/Rationale for Points: Well experience in the field & profession

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4. Understanding of Project	25	25
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Comments/Rationale for Points: No concerns on understanding project

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5. Familiarity with Applicable Rules and Regulations	10	10
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Comments/Rationale for Points: Knowledgeable with Rules & Regulations

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	<b>Total Score</b>	<u>98</u>
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UCP

**HIDALGO COUNTY STATEMENT OF QUALIFICATION  
SCORING/EVALUATION SHEET  
ENGINEERING/ARCHITECTURAL SERVICES**

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: J.E. Saenz & Associates, Inc.

Date of Evaluation: April 8, 2009

Evaluator's Name: ANTONIO SARCO

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
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1. Professional Qualifications of Team	20	<u>18</u>
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Comments/Rationale for Points: \_\_\_\_\_  
\_\_\_\_\_

2. Experience of Project Team	25	<u>23</u>
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**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: \_\_\_\_\_  
\_\_\_\_\_

3. Experience/Availability of Project Manager	20	<u>18</u>
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Comments/Rationale for Points: \_\_\_\_\_  
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4. Understanding of Project	25	<u>23</u>
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Comments/Rationale for Points: \_\_\_\_\_  
\_\_\_\_\_

5. Familiarity with Applicable Rules and Regulations	10	<u>10</u>
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Comments/Rationale for Points: \_\_\_\_\_  
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<b>Total Score</b>	<u>92</u>
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city

# HIDALGO COUNTY STATEMENT OF QUALIFICATION SCORING/EVALUATION SHEET ENGINEERING/ARCHITECTURAL SERVICES

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: J.E. Saenz & Associates, Inc.

Date of Evaluation: 4/1/09

Evaluator's Name: Delmira Yanez

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
1. Professional Qualifications of Team	20	<u>18</u>
Comments/Rationale for Points: <u>The firm has 2 Engineers on staff, and a total 100 yrs. of qualified certifications</u>		
2. Experience of Project Team	25	<u>25</u>
*Note* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients: Comments/Rationale for Points: <u>have 14 yrs experience</u>		
3. Experience/Availability of Project Manager	20	<u>18</u>
Comments/Rationale for Points: <u>They have a total of 35 employees. The project mgr in a P.I.T., but has experience working with U.C. projects.</u>		
4. Understanding of Project	25	<u>25</u>
Comments/Rationale for Points: <u>list a lot of projects involving streets all over the valley including Edcouch</u>		
5. Familiarity with Applicable Rules and Regulations	10	<u>5</u>
Comments/Rationale for Points: <u>They have some experience working w/uc projects, but not that much.</u>		

Total Score 91

**HIDALGO COUNTY STATEMENT OF QUALIFICATION  
SCORING/EVALUATION SHEET  
ENGINEERING/ARCHITECTURAL SERVICES**

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: Guzman & Muñoz Engineering & Surveying, Inc.

Date of Evaluation: April 3, 2009

Evaluator's Name: Oscar Garza, Procurement Specialist

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
1. Professional Qualifications of Team	20	<u>20</u>

Comments/Rationale for Points: Qualifications of Team are commendable

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2. Experience of Project Team	25	<u>18</u>
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**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: Recommendations received were fair

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3. Experience/Availability of Project Manager	20	<u>20</u>
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Comments/Rationale for Points: Experienced and always accessible

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4. Understanding of Project	25	<u>25</u>
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Comments/Rationale for Points: Knowledgeable with related projects

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5. Familiarity with Applicable Rules and Regulations	10	<u>10</u>
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Comments/Rationale for Points: Understands Rules & Regulations

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<b>Total Score</b>	<u><b>93</b></u>
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**HIDALGO COUNTY STATEMENT OF QUALIFICATION  
SCORING/EVALUATION SHEET  
ENGINEERING/ARCHITECTURAL SERVICES**

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: Guzman & Muñoz Engineering & Surveying, Inc.

Date of Evaluation: April 8, 2009

Evaluator's Name: ANTONIO BARCO

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
1. Professional Qualifications of Team	20	<u>19</u>
Comments/Rationale for Points: _____		
_____		
2. Experience of Project Team	25	<u>24</u>
<b>*Note* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:</b>		
Comments/Rationale for Points: _____		
_____		
3. Experience/Availability of Project Manager	20	<u>20</u>
Comments/Rationale for Points: _____		
_____		
4. Understanding of Project	25	<u>24</u>
Comments/Rationale for Points: _____		
_____		
5. Familiarity with Applicable Rules and Regulations	10	<u>10</u>
Comments/Rationale for Points: _____		
_____		

**Total Score** 97

# HIDALGO COUNTY STATEMENT OF QUALIFICATION SCORING/EVALUATION SHEET ENGINEERING/ARCHITECTURAL SERVICES

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: Guzman & Muñoz Engineering & Surveying, Inc.

Date of Evaluation: 4/1/09

Evaluator's Name: Delmira Yanez

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
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1. Professional Qualifications of Team	20	<u>20</u>
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Comments/Rationale for Points: The firm has 3 engineers on staff total of 100 years of accumulated certifications

2. Experience of Project Team	25	<u>25</u>
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**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: They have a total of 13-14 yrs experience

3. Experience/Availability of Project Manager	20	<u>18</u>
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Comments/Rationale for Points: They have a total of 24 employees, but they have an engineer as project Mgr. but I don't see experience with U.C. projects.

4. Understanding of Project	25	<u>25</u>
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Comments/Rationale for Points: SSA list street projects, they are familiar

5. Familiarity with Applicable Rules and Regulations	10	<u>3</u>
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Comments/Rationale for Points: They don't have much experience working w/ U.C.

Total Score 91  
Apr 9 2009

*Aw*

**HIDALGO COUNTY STATEMENT OF QUALIFICATION  
SCORING/EVALUATION SHEET  
ENGINEERING/ARCHITECTURAL SERVICES**

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: SAMES, Inc.

Date of Evaluation: April 3, 2009

Evaluator's Name: Oscar Garza, Procurement Specialist

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
1. Professional Qualifications of Team	20	<u>20</u>

Comments/Rationale for Points: \_\_\_\_\_

2. Experience of Project Team	25	<u>12</u>
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**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: Based on information received referrals & recommendations are inconsistent and is a fairly new firm.

3. Experience/Availability of Project Manager	20	<u>20</u>
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Comments/Rationale for Points: Evaluation is based on information received from recommended client considered good.

4. Understanding of Project	25	<u>25</u>
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Comments/Rationale for Points: \_\_\_\_\_

5. Familiarity with Applicable Rules and Regulations	10	<u>10</u>
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Comments/Rationale for Points: \_\_\_\_\_

<b>Total Score</b>	<u><b>87</b></u>
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**HIDALGO COUNTY STATEMENT OF QUALIFICATION  
SCORING/EVALUATION SHEET  
ENGINEERING/ARCHITECTURAL SERVICES**

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: SAMES, Inc.

Date of Evaluation: April 8, 2009

Evaluator's Name: ANTONIO BARCO

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
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1. Professional Qualifications of Team	20	<u>17</u>
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Comments/Rationale for Points: \_\_\_\_\_

\_\_\_\_\_

2. Experience of Project Team	25	<u>20</u>
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**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: \_\_\_\_\_

\_\_\_\_\_

3. Experience/Availability of Project Manager	20	<u>17</u>
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Comments/Rationale for Points: \_\_\_\_\_

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4. Understanding of Project	25	<u>22</u>
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Comments/Rationale for Points: \_\_\_\_\_

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5. Familiarity with Applicable Rules and Regulations	10	<u>9</u>
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Comments/Rationale for Points: \_\_\_\_\_

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	<b>Total Score</b>	<u>85</u>
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# HIDALGO COUNTY STATEMENT OF QUALIFICATION SCORING/EVALUATION SHEET ENGINEERING/ARCHITECTURAL SERVICES

Project Description: City of Edcouch- 2008 Street Improvements

Department: Hidalgo County Urban County Program

Name of Firm: SAMES, Inc.

Date of Evaluation: 11/1/09

Evaluator's Name: Julmira Yanez

<u>Selection Criteria</u>	<u>Point</u>	<u>Score</u>
1. Professional Qualifications of Team	20	<u>10</u>
Comments/Rationale for Points: <u>2 Engineers on staff; total 17 yrs experience</u>		
2. Experience of Project Team	25	<u>5</u>
*Note* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients: Comments/Rationale for Points: <u>Firm is fairly new</u>		
3. Experience/Availability of Project Manager	20	<u>5</u>
Comments/Rationale for Points: <u>only 2 on staff</u>		
4. Understanding of Project	25	<u>20</u>
Comments/Rationale for Points: <u>Company has had experience w/ streets project</u>		
5. Familiarity with Applicable Rules and Regulations	10	<u>3</u>
Comments/Rationale for Points: <u>So far does not show that they have experience with AC (directly)</u>		

Total Score 43