



**The City of Alton**  
509 South Alton Blvd. Alton, Texas 78573-1196  
Office (956) 432-0760, Fax (956) 432-0766

December 1, 2009

Ms. Diana R. Serra  
Director  
Urban County Program  
1916 Tessoro Bid  
Pharr, Texas

RE: City of Alton Street Improvements Project

Dear Ms. Serra:

Please be advised that the City of Alton ranked the Engineering Firm of Guzman & Munoz as the most qualified engineering company according to their statement of qualifications. Therefore, we are recommending that this item be taken before County Commissioners Court for their consideration.

If you have any questions on this correspondence, do not hesitate to call me at (956) 432-0760.

Sincerely,

  
Steve Pena  
Assistant City Manager

cc: Jorge Arcaute, City Manager

**City of Alton**  
**Engineering Services**  
**Street Improvements**  
**Year 22 (2009)**  
**Grading-Ranking Grid**

| Criteria  | Javier Hinojosa<br>Engineering |             |             | Guzman & Muñoz<br>Engineering and<br>Surveying, Inc. |             |             | MGE Civil Engineering |             |             |
|---|--------------------------------|-------------|-------------|--|-------------|-------------|-----------------------|-------------|-------------|
|   | Grader<br>1                    | Grader<br>2 | Grader<br>3 | Grader<br>1  | Grader<br>2 | Grader<br>3 | Grader<br>1           | Grader<br>2 | Grader<br>3 |
| Professional Qualifications of Team                   | 20                             | 20          | 17          | 20   | 20          | 18          | 20                    | 18          | 17          |
| Experience of Project Team                            | 25                             | 25          | 20          | 25   | 23          | 22          | 25                    | 22          | 20          |
| Experience/<br>Availability of<br>Project Manager     | 20                             | 19          | 19          | 20   | 19          | 19          | 20                    | 18          | 19          |
| Understanding of Project                              | 24                             | 25          | 24          | 25   | 23          | 20          | 24                    | 23          | 23          |
| Familiarity with<br>Applicable Rules<br>& Regulations | 10                             | 10          | 9           | 10   | 10          | 8           | 10                    | 10          | 9           |
| <b>TOTALS</b>   | <b>99</b>                      | <b>99</b>   | <b>89</b>   | <b>100</b>   | <b>95</b>   | <b>87</b>   | <b>99</b>             | <b>91</b>   | <b>88</b>   |
| <b>AVERAGES</b>                                       | <b>287÷3= 96%</b>              |             |             | <b>282÷3= 94%</b>                                    |             |             | <b>278÷3= 93%</b>     |             |             |
| <b>RATING</b>   | <b>1</b>                       |             |             | <b>2</b>   |             |             | <b>3</b>              |             |             |

Grader #1 Steve Pena, City Manager

Grader #2 Antonio Barco, Compliance Division Manager (UCP)

Grader #3 Yvette S. Islas, Procurement Specialist

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

Project Description: Street Paving Project  
 Department: Planning  
 Name of Firm: Javier Hinajosa Engineering  
 Date of Evaluation: 9/11/09  
 Evaluator's Name: Steve Peter

**Selection Criteria**

|   | <u>Point</u>                 | <u>Score</u> |
|---|------------------------------|--------------|
| 1. Professional Qualifications of Team  | 20                           | <u>20</u>    |
| Comments/Rationale for Points: <u>Complete staffing</u>   |                              |              |
|   | <u>No page number, (NPX)</u> |              |
| 2. Experience of Project Team   | 25                           | <u>20</u>    |
| *Note* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients: |                              |              |
| Comments/Rationale for Points: <u>Several projects with County,</u>   |                              |              |
|   | <u>(NPX)</u>                 |              |
| 3. Experience/Availability of Project Manager   | 20                           | <u>20</u>    |
| Comments/Rationale for Points: <u>plenty</u>  |                              |              |
| 4. Understanding of Project   | 25                           | <u>24</u>    |
| Comments/Rationale for Points: <u>Familiar with area</u>  |                              |              |
|   | <u>(NPX)</u>                 |              |
| 5. Familiarity with Applicable Rules and Regulations  | 10                           | <u>10</u>    |
| Comments/Rationale for Points: <u>Familiar with Rules.</u>  |                              |              |
| <u>Has over 24 years experience.</u>  |                              | <u>(NPX)</u> |
|   | <b>Total Score</b>           | <u>99</u>    |

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

Project Description: 2009- City of Alton Street Improvement

Department: Urban County Program

Name of Firm: Javier Hinojosa Engineering

Date of Evaluation: Nov. 18, 2009

Evaluator's Name: Antonio Barco, CDBG Manager

|                                  |                     |                     |
|----------------------------------|---------------------|---------------------|
| <u><b>Selection Criteria</b></u> | <u><b>Point</b></u> | <u><b>Score</b></u> |
|----------------------------------|---------------------|---------------------|

|  |    |           |
|--|----|-----------|
| 1. Professional Qualifications of Team | 20 | <u>20</u> |
|--|----|-----------|

Comments/Rationale for Points: Team is highly professional with over 20 yrs experience and a licensed engineer plus support STAFF

|                               |    |           |
|-------------------------------|----|-----------|
| 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: Team has over 20 yrs experience and vast knowledge designing street improvement projects throughout Hidalgo Co.

|   |    |           |
|---|----|-----------|
| 3. Experience/Availability of Project Manager | 20 | <u>19</u> |
|---|----|-----------|

Comments/Rationale for Points: Project <sup>Team</sup> is experienced and readily available to design and oversee the project completion.

|                             |    |           |
|-----------------------------|----|-----------|
| 4. Understanding of Project | 25 | <u>25</u> |
|-----------------------------|----|-----------|

Comments/Rationale for Points: Firm would have no problem understanding this project

|  |    |           |
|--|----|-----------|
| 5. Familiarity with Applicable Rules and Regulations | 10 | <u>10</u> |
|--|----|-----------|

Comments/Rationale for Points: Firm is familiar with Applicable Rules and Regulations

|             |           |
|-------------|-----------|
| Total Score | <u>99</u> |
|-------------|-----------|

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

Project Description: 2009- City of Alton Street Improvement

Department: Purchasing Department

Name of Firm: Javier Hinojosa Engineering

Date of Evaluation: November 25, 2009

Evaluator's Name: Yvette S. Islas

| <u>Selection Criteria</u> | <u>Point</u> | <u>Score</u> |
|---------------------------|--------------|--------------|
|---------------------------|--------------|--------------|

|  |    |           |
|--|----|-----------|
| 1. Professional Qualifications of Team | 20 | <u>17</u> |
|--|----|-----------|

Comments/Rationale for Points: project team members unclear

|                               |    |           |
|-------------------------------|----|-----------|
| 2. Experience of Project Team | 25 | <u>20</u> |
|-------------------------------|----|-----------|

**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: project team members unclear

|   |    |           |
|---|----|-----------|
| 3. Experience/Availability of Project Manager | 20 | <u>19</u> |
|---|----|-----------|

Comments/Rationale for Points: page 2 of letter

|                             |    |           |
|-----------------------------|----|-----------|
| 4. Understanding of Project | 25 | <u>24</u> |
|-----------------------------|----|-----------|

Comments/Rationale for Points: recent similar projects

|  |    |          |
|--|----|----------|
| 5. Familiarity with Applicable Rules and Regulations | 10 | <u>9</u> |
|--|----|----------|

Comments/Rationale for Points: recent similar projects, rfq requirements

|  |                    |                  |
|--|--------------------|------------------|
|  | <b>Total Score</b> | <u><b>89</b></u> |
|--|--------------------|------------------|

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

Project Description: Street Paving Project  
 Department: Planning  
 Name of Firm: GM Engineering  
 Date of Evaluation: 9/11/09  
 Evaluator's Name: Steve Pena

**Selection Criteria** **Point** **Score**

1. Professional Qualifications of Team 20 20  
 Comments/Rationale for Points: pg 10 High qualified staff.

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

Comments/Rationale for Points: pg 6-9 Experience w. city projects.

3. Experience/Availability of Project Manager 20 20  
 Comments/Rationale for Points: pg 11 Has performed project management for city.

4. Understanding of Project 25 25  
 Comments/Rationale for Points: pg 11 Familiar w. the products of this type.

5. Familiarity with Applicable Rules and Regulations 10 10  
 Comments/Rationale for Points: pg 3-4 Familiar with rules & regs.

**Total Score** 100

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

Project Description: 2009- City of Alton Street Improvement

Department: Urban County Program

Name of Firm: Guzman & Munoz Engineering and Surveying, Inc.

Date of Evaluation: November 18, 2009

Evaluator's Name: Antonio Barco, CDBG Manager

| <u>Selection Criteria</u> | <u>Point</u> | <u>Score</u> |
|---------------------------|--------------|--------------|
|---------------------------|--------------|--------------|

|  |    |           |
|--|----|-----------|
| 1. Professional Qualifications of Team | 20 | <u>20</u> |
|--|----|-----------|

Comments/Rationale for Points: Team of Engineers, Surveyor and support STAFF is highly qualified

|                               |    |           |
|-------------------------------|----|-----------|
| 2. Experience of Project Team | 25 | <u>23</u> |
|-------------------------------|----|-----------|

**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: Team has many years experience (36) and support STAFF as well

|   |    |           |
|---|----|-----------|
| 3. Experience/Availability of Project Manager | 20 | <u>19</u> |
|---|----|-----------|

Comments/Rationale for Points: Project manager would have experience and Avail himself is the development and completion of the project

|                             |    |           |
|-----------------------------|----|-----------|
| 4. Understanding of Project | 25 | <u>23</u> |
|-----------------------------|----|-----------|

Comments/Rationale for Points: Team would have no problem understanding this project but the majority of their projects have been CONSTRUCTIONS of Buildings facilities

|  |    |           |
|--|----|-----------|
| 5. Familiarity with Applicable Rules and Regulations | 10 | <u>10</u> |
|--|----|-----------|

Comments/Rationale for Points: Firm is familiar with Applicable Rules and Regulations

|                    |           |
|--------------------|-----------|
| <b>Total Score</b> | <u>95</u> |
|--------------------|-----------|

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

Project Description: 2009- City of Alton Street Improvements

Department: Purchasing Department

Name of Firm: Guzman & Munoz Engineering and Surveying, Inc.

Date of Evaluation: November 25, 2009

Evaluator's Name: Yvette S. Islas

| <u>Selection Criteria</u> | <u>Point</u> | <u>Score</u> |
|---------------------------|--------------|--------------|
|---------------------------|--------------|--------------|

|  |    |           |
|--|----|-----------|
| 1. Professional Qualifications of Team | 20 | <u>18</u> |
|--|----|-----------|

Comments/Rationale for Points: Section 6

---

|                               |    |           |
|-------------------------------|----|-----------|
| 2. Experience of Project Team | 25 | <u>22</u> |
|-------------------------------|----|-----------|

**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: Section 6 P 12

---

|   |    |           |
|---|----|-----------|
| 3. Experience/Availability of Project Manager | 20 | <u>19</u> |
|---|----|-----------|

Comments/Rationale for Points: Experience, Firm Qualifications

---

|                             |    |           |
|-----------------------------|----|-----------|
| 4. Understanding of Project | 25 | <u>20</u> |
|-----------------------------|----|-----------|

Comments/Rationale for Points: Same type project listed p 6

---

|  |    |          |
|--|----|----------|
| 5. Familiarity with Applicable Rules and Regulations | 10 | <u>8</u> |
|--|----|----------|

Comments/Rationale for Points: Same type project listed

---

|  |                    |                  |
|--|--------------------|------------------|
|  | <b>Total Score</b> | <u><b>87</b></u> |
|--|--------------------|------------------|

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

Project Description: Street  
 Department: Planning  
 Name of Firm: MGE  
 Date of Evaluation: 9/11/09  
 Evaluator's Name: Steve Penn

**Selection Criteria**

|  | <u>Point</u> | <u>Score</u> |
|--|--------------|--------------|
| 1. Professional Qualifications of Team | 20           | <u>20</u>    |

Comments/Rationale for Points: p. 6, Complet staff.

|                               |    |           |
|-------------------------------|----|-----------|
| 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: Has worked on city projects before p 5 & 6

|   |    |           |
|---|----|-----------|
| 3. Experience/Availability of Project Manager | 20 | <u>20</u> |
|---|----|-----------|

Comments/Rationale for Points: Has showed project management on city projects. p. 5

|                              |    |           |
|------------------------------|----|-----------|
| →4. Understanding of Project | 25 | <u>24</u> |
|------------------------------|----|-----------|

Comments/Rationale for Points: page 4 familiar with type of project.

|  |    |           |
|--|----|-----------|
| 5. Familiarity with Applicable Rules and Regulations | 10 | <u>10</u> |
|--|----|-----------|

Comments/Rationale for Points: start familiar with rules & Regs page 10-11

Total Score 99

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

Project Description: 2009- City of Alton Street Improvement

Department: Urban County Program

Name of Firm: MGE Civil Engineering

Date of Evaluation: Nov. 19, 2009

Evaluator's Name: Antonio Barco, CDBG Manager

| <u>Selection Criteria</u> | <u>Point</u> | <u>Score</u> |
|---------------------------|--------------|--------------|
|---------------------------|--------------|--------------|

|  |    |           |
|--|----|-----------|
| 1. Professional Qualifications of Team | 20 | <u>18</u> |
|--|----|-----------|

Comments/Rationale for Points: Team has adequate qualifications

|                               |    |           |
|-------------------------------|----|-----------|
| 2. Experience of Project Team | 25 | <u>22</u> |
|-------------------------------|----|-----------|

**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: Team has almost 10 yrs. of experience

|   |    |           |
|---|----|-----------|
| 3. Experience/Availability of Project Manager | 20 | <u>18</u> |
|---|----|-----------|

Comments/Rationale for Points: Experience is adequate and are readily available to design work oversee construction

|                             |    |           |
|-----------------------------|----|-----------|
| 4. Understanding of Project | 25 | <u>23</u> |
|-----------------------------|----|-----------|

Comments/Rationale for Points: Firm should be able to understand the project

|  |    |           |
|--|----|-----------|
| 5. Familiarity with Applicable Rules and Regulations | 10 | <u>10</u> |
|--|----|-----------|

Comments/Rationale for Points: Firm will be familiar with applicable Rules and Regulations

|             |           |
|-------------|-----------|
| Total Score | <u>91</u> |
|-------------|-----------|

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

Project Description: 2009- City of Alton Street Improvement

Department: Purchasing Department

Name of Firm: MGE Civil Engineering

Date of Evaluation: November 25, 2009

Evaluator's Name: Yvette S. Islas

| <u>Selection Criteria</u> | <u>Point</u> | <u>Score</u> |
|---------------------------|--------------|--------------|
|---------------------------|--------------|--------------|

|  |    |           |
|--|----|-----------|
| 1. Professional Qualifications of Team | 20 | <u>17</u> |
|--|----|-----------|

Comments/Rationale for Points: qualifications of team unclear

---

|                               |    |           |
|-------------------------------|----|-----------|
| 2. Experience of Project Team | 25 | <u>20</u> |
|-------------------------------|----|-----------|

**\*Note\* Information necessary to assess the firm on this criteria should be gathered by contacting past/current clients:**

Comments/Rationale for Points: team experience unclear

---

|   |    |           |
|---|----|-----------|
| 3. Experience/Availability of Project Manager | 20 | <u>19</u> |
|---|----|-----------|

Comments/Rationale for Points: similar recent projects, section 1 p 2

---

|                             |    |           |
|-----------------------------|----|-----------|
| 4. Understanding of Project | 25 | <u>23</u> |
|-----------------------------|----|-----------|

Comments/Rationale for Points: similar recent projects, section 1

---

|  |    |          |
|--|----|----------|
| 5. Familiarity with Applicable Rules and Regulations | 10 | <u>9</u> |
|--|----|----------|

Comments/Rationale for Points: similar projects

---

|  |                    |                  |
|--|--------------------|------------------|
|  | <b>Total Score</b> | <b><u>88</u></b> |
|--|--------------------|------------------|