

**City of La Villa
Professional Engineering Services
Water/Sewer Improvements Project
Years 26 (2013)
Grading-Ranking Grid**

Criteria	Dannenbaum Engineering			Melden & Hunt, Inc.			Guzman & Muñoz Engineering		
	Grader 1	Grader 2	Grader 3	Grader 1	Grader 2	Grader 3	Grader 1	Grader 2	Grader 3
Professional Qualifications of Project Team	20	20	20	13	20	20	11	20	20
Experience of Project Team/Ability to Commit Resources	25	25	23	13	25	21	13	25	23
Methodology/Experience/Availability of Project manager	20	20	20	20	20	18	18	20	20
Understanding of Project/Similar Projects	25	25	25	25	21	23	25	20	21
Familiarity with Applicable Rules & Regulations	10	8	8	10	6	9	10	8	10
TOTALS	100	98	96	81	92	91	77	93	94
AVERAGES	294÷3=98			264÷3=88%			264÷3=88%		
RATING	1			2			3		

**EVALUATION CRITERIA
PROFESSIONAL ENGINEERING SERVICES POOL
RFQ No. 2013-002-12-05-YZV**

NOV - 5 2013

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Selection Criteria	Points	Score
1. Professional Qualifications of Project Team (20 pts maximum)		
➤ Registered and licenses to practice in the State of Texas (i.e. certifications/registrations and other pertinent information that demonstrates their qualifications to perform the contract)	10	10
➤ Provides information on proposed professional Team qualifications to perform various types of contracts	5	5
➤ Team members identified in the organizational chart.	5	5
Comments/Rationale For Points: <i>Strong Staff Representative large members of engineers and hydrologists on staff</i>		TOTAL 20
2. Experience of Project Team/Ability to Commit Resources (25 pts maximum)		
➤ Designate engineering staff members in an appendix form	5	5
➤ Identifying the project composition, project leadership, reporting responsibilities	10	10
➤ Experience of engineering staff to completely and efficiently perform the work.	10	10
Comments/Rationale For Points: <i>140 Professional Staff members - experience water & wastewater plant designs</i>		TOTAL 25
3. Methodology/Experience/Availability of Project Manager (20 pts maximum)		
➤ Firm's approach to the methodology and management to the scope of services for the project(s).	5	5
➤ Must be a Professional Engineer registered in the State of Texas and must be included in Appendix	5	5
➤ Project Manager must have five (5) types of projects plus be 85-100 % involvement with technical development of project	10	10
Comments/Rationale For Points: <i>Adequate Resources Available</i>		TOTAL 20
4. Understanding of Project/Similar Projects (25 pts maximum)		
➤ Demonstrate and understanding of the scope of services	5	5
➤ Address appropriate Federal/ State/ Local regulations and policies. Knowledge and experience of working with multiple entities, counties, cities, etc.	5	5
➤ Identify information to be gathered or obtained/proposed approach to complete the scope	5	5
➤ RFQ responsiveness. Response is clear, well organized, easy to evaluate, and appropriate to this RFQ.	5	5
➤ Reference information including contact persons and telephone numbers.	5	5
Comments/Rationale For Points: <i>Adequate Resources Available</i>		TOTAL 25
5. Familiarity with Applicable Rules and Regulations (10 pts maximum)		
➤ Indicate passed experience of the proposed Firm knowledge of governmental regulations, appropriate codes, guidelines, professional standards and policies	5	5
➤ Must contain a narrative that outlines applicable regulations, guideline, standards, and policies	5	5
Comments/Rationale For Points: <i>Adequate Resources available</i>		TOTAL 10
Total Score		100

Firm/Participant's Name: Dannenbaum
 Evaluator: Wilfredo Mata Department: City Administrator
 Project Name: 2013-WWTP 03, 05, 11 & 12 Date: 10-31-13
H.E. H.E.

EVALUATION CRITERIA
PROFESSIONAL ENGINEERING SERVICES POOL
RFQ No. 2013-002-12-05-YZV

Selection Criteria	Points	Score
1. Professional Qualifications of Project Team (20 pts maximum)		
➤ Registered and licenses to practice in the State of Texas (i.e. certifications/registrations and other pertinent information that demonstrates their qualifications to perform the contract)	10	10
➤ Provides information on proposed professional Team qualifications to perform various types of contracts	5	5
➤ Team members identified in the organizational chart.	5	5
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 20
2. Experience of Project Team/Ability to Commit Resources (25 pts maximum)		
➤ Designate engineering staff members in an appendix form	5	5
➤ Identifying the project composition, project leadership, reporting responsibilities	10	10
➤ Experience of engineering staff to completely and efficiently perform the work.	10	10
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 25
3. Methodology/Experience/Availability of Project Manager (20 pts maximum)		
➤ Firm's approach to the methodology and management to the scope of services for the project(s).	5	5
➤ Must be a Professional Engineer registered in the State of Texas and must be included in Appendix	5	5
➤ Project Manager must have five (5) types of projects plus be 85-100 % involvement with technical development of project	10	10
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 20
4. Understanding of Project/Similar Projects (25 pts maximum)		
➤ Demonstrate and understanding of the scope of services	5	5
➤ Address appropriate Federal/ State/ Local regulations and policies. Knowledge and experience of working with multiple entities, counties, cities, etc.	5	5
➤ Identify information to be gathered or obtained/proposed approach to complete the scope	5	5
➤ RFQ responsiveness. Response is clear, well organized, easy to evaluate, and appropriate to this RFQ.	5	5
➤ Reference Information including contact persons and telephone numbers.	5	5
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 25
5. Familiarity with Applicable Rules and Regulations (10 pts maximum)		
➤ Indicate passed experience of the proposed Firm knowledge of governmental regulations, appropriate codes, guidelines, professional standards and policies	5	5
➤ Must contain a narrative that outlines applicable regulations, guideline, standards, and policies	5	3
Comments/Rationale For Points: <i>Meets most criteria, but does not include narrative</i>		TOTAL 8
Total Score		98

Firm/Participant's Name: Dannenbaum Engineering

Evaluator: Antonio JARCO Department: Urban County Program

Project Name: La Villa - Waste Water Treatment Plant Project Date: 11/12/13

**EVALUATION CRITERIA
PROFESSIONAL ENGINEERING SERVICES POOL
RFQ No. 2013-002-12-05-YZV**

Selection Criteria	Points	Score
1. Professional Qualifications of Project Team (20 pts maximum)		
➤ Registered and licenses to practice in the State of Texas (i.e. certifications/registrations and other pertinent information that demonstrates their qualifications to perform the contract)	10	10
➤ Provides information on proposed professional Team qualifications to perform various types of contracts	5	05
➤ Team members identified in the organizational chart.	5	05
Comments/Rationale For Points: Meets requirements for proposed project		TOTAL 20
2. Experience of Project Team/Ability to Commit Resources (25 pts maximum)		
➤ Designate engineering staff members in an appendix form	5	05
➤ Identifying the project composition, project leadership, reporting responsibilities	10	08
➤ Experience of engineering staff to completely and efficiently perform the work.	10	10
Comments/Rationale For Points: Meets criteria, not clear on composition leadership and reporting responsibilities as per SOQ		TOTAL 23
3. Methodology/Experience/Availability of Project Manager (20 pts maximum)		
➤ Firm's approach to the methodology and management to the scope of services for the project(s).	5	05
➤ Must be a Professional Engineer registered in the State of Texas and must be included in Appendix	5	05
➤ Project Manager must have five (5) types of projects plus be 85-100 % involvement with technical development of project	10	10
Comments/Rationale For Points: Meets Criteria as required;		TOTAL 20
4. Understanding of Project/Similar Projects (25 pts maximum)		
➤ Demonstrate and understanding of the scope of services	5	05
➤ Address appropriate Federal/ State/ Local regulations and policies. Knowledge and experience of working with multiple entities, counties, cities, etc.	5	05
➤ Identify information to be gathered or obtained/proposed approach to complete the scope	5	05
➤ RFQ responsiveness. Response is clear, well organized, easy to evaluate, and appropriate to this RFQ.	5	05
➤ Reference information including contact persons and telephone numbers.	5	05
Comments/Rationale For Points: Firm has performed various projects with Hidalgo County SOQ is very well detailed		TOTAL 25
5. Familiarity with Applicable Rules and Regulations (10 pts maximum)		
➤ Indicate passed experience of the proposed Firm knowledge of governmental regulations, appropriate codes, guidelines, professional standards and policies	5	05
➤ Must contain a narrative that outlines applicable regulations, guideline, standards, and policies	5	03
Comments/Rationale For Points: Firm is familiar with Rules & Regulations		TOTAL 08
Total Score		96

Firm/Participant's Name: DANNENBAUM ENGINEERING
 Evaluator: *Araceli Guzman* Department: UCP
 Project Name: CITY OF LA VILLA W/S IMP PROJECT Date: 11/07/13

**EVALUATION CRITERIA
PROFESSIONAL ENGINEERING SERVICES POOL
RFQ No. 2013-002-12-05-YZV**

Selection Criteria	Points	Score
1. Professional Qualifications of Project Team (20 pts maximum)		
➤ Registered and licenses to practice in the State of Texas (i.e. certifications/registrations and other pertinent information that demonstrates their qualifications to perform the contract)	10	10
➤ Provides information on proposed professional Team qualifications to perform various types of contracts	5	5
➤ Team members identified in the organizational chart.	5	5
Comments/Rationale For Points: <i>Meets all requirements</i>		TOTAL 20
2. Experience of Project Team/Ability to Commit Resources (25 pts maximum)		
➤ Designate engineering staff members in an appendix form	5	5
➤ Identifying the project composition, project leadership, reporting responsibilities	10	10
➤ Experience of engineering staff to completely and efficiently perform the work.	10	10
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 25
3. Methodology/Experience/Availability of Project Manager (20 pts maximum)		
➤ Firm's approach to the methodology and management to the scope of services for the project(s).	5	5
➤ Must be a Professional Engineer registered in the State of Texas and must be included in Appendix	5	5
➤ Project Manager must have five (5) types of projects plus be 85-100 % involvement with technical development of project	10	10
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 20
4. Understanding of Project/Similar Projects (25 pts maximum)		
➤ Demonstrate and understanding of the scope of services	5	5
➤ Address appropriate Federal/ State/ Local regulations and policies. Knowledge and experience of working with multiple entities, counties, cities, etc.	5	5
➤ Identify information to be gathered or obtained/proposed approach to complete the scope	5	5
➤ RFQ responsiveness. Response is clear, well organized, easy to evaluate, and appropriate to this RFQ.	5	5
➤ Reference Information including contact persons and telephone numbers.	5	5
Comments/Rationale For Points: <i>Meets most criteria, but did not include knowledge of Federal/state & local Regs. Not easy to evaluate</i>		TOTAL 21
5. Familiarity with Applicable Rules and Regulations (10 pts maximum)		
➤ Indicate passed experience of the proposed Firm knowledge of governmental regulations; appropriate codes, guidelines, professional standards and policies	5	3
➤ Must contain a narrative that outlines applicable regulations, guideline, standards, and policies	5	3
Comments/Rationale For Points: <i>Does not indicate knowledge of Federal/state & local Regs. Did not include narrative</i>		TOTAL 6
Total Score		92

Firm/Participant's Name: Melden & Hunt, Inc.

Evaluator: ANTONIO BARCO Department: Urban County Program

Project Name: La Villa - Waste Water Treatment Plant Project Date: 11/12/13

**EVALUATION CRITERIA
PROFESSIONAL ENGINEERING SERVICES POOL
RFQ No. 2013-002-12-05-YZV**

<u>Selection Criteria</u>	<u>Points</u>	<u>Score</u>
1. Professional Qualifications of Project Team (20 pts maximum)		
➤ Registered and licenses to practice in the State of Texas (i.e. certifications/registrations and other pertinent information that demonstrates their qualifications to perform the contract)	10	10
➤ Provides information on proposed professional Team qualifications to perform various types of contracts	5	05
➤ Team members identified in the organizational chart.	5	05
Comments/Rationale For Points: Meets requirements for proposed project		TOTAL 20
2. Experience of Project Team/Ability to Commit Resources (25 pts maximum)		
➤ Designate engineering staff members in an appendix form	5	03
➤ Identifying the project composition, project leadership, reporting responsibilities	10	08
➤ Experience of engineering staff to completely and efficiently perform the work.	10	10
Comments/Rationale For Points: Meets criteria, not clear on composition leadership and reporting responsibilities as per SOQ		TOTAL 21
3. Methodology/Experience/Availability of Project Manager (20 pts maximum)		
➤ Firm's approach to the methodology and management to the scope of services for the project(s).	5	05
➤ Must be a Professional Engineer registered in the State of Texas and must be included in Appendix	5	03
➤ Project Manager must have five (5) types of projects plus be 85-100 % involvement with technical development of project	10	10
Comments/Rationale For Points: Meets Criteria as required; no appendix included in SOQ as requested on exhibits		TOTAL 18
4. Understanding of Project/Similar Projects (25 pts maximum)		
➤ Demonstrate and understanding of the scope of services	5	05
➤ Address appropriate Federal/ State/ Local regulations and policies. Knowledge and experience of working with multiple entities, counties, cities, etc.	5	05
➤ Identify information to be gathered or obtained/proposed approach to complete the scope	5	05
➤ RFQ responsiveness. Response is clear, well organized, easy to evaluate, and appropriate to this RFQ.	5	03
➤ Reference information including contact persons and telephone numbers.	5	05
Comments/Rationale For Points: Firm has performed various projects with Hidalgo County;		TOTAL 23
5. Familiarity with Applicable Rules and Regulations (10 pts maximum)		
➤ Indicate passed experience of the proposed Firm knowledge of governmental regulations, appropriate codes, guidelines, professional standards and policies	5	05
➤ Must contain a narrative that outlines applicable regulations, guideline, standards, and policies	5	04
Comments/Rationale For Points: Meets Criteria; unable to verify applicable rules & regulations		TOTAL 09
Total Score		9091 ml

Firm/Participant's Name: MELDEN & HUNT INC. ENGINEERING

Evaluator: *David Guzman, Program Coordinator* Department: UCP

Project Name: CITY OF LA VILLA W/S IMP PROJECT

Date: 11/07/13

**EVALUATION CRITERIA
PROFESSIONAL ENGINEERING SERVICES POOL
RFQ No. 2013-002-12-05-YZV**

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Selection Criteria	Points	Score
1. Professional Qualifications of Project Team (20 pts maximum)		
➤ Registered and licenses to practice in the State of Texas (i.e. certifications/registrations and other pertinent information that demonstrates their qualifications to perform the contract)	10	5
➤ Provides information on proposed professional Team qualifications to perform various types of contracts	5	3
➤ Team members identified in the organizational chart.	5	3
Comments/Rationale For Points: <i>Limited members of Professional Staff no hydrologists</i>		TOTAL 11
2. Experience of Project Team/Ability to Commit Resources (25 pts maximum)		
➤ Designate engineering staff members in an appendix form	5	3
➤ Identifying the project composition, project leadership, reporting responsibilities	10	5
➤ Experience of engineering staff to completely and efficiently perform the work.	10	5
Comments/Rationale For Points: <i>Limited water & sewer projects</i>		TOTAL 13
3. Methodology/Experience/Availability of Project Manager (20 pts maximum)		
➤ Firm's approach to the methodology and management to the scope of services for the project(s).	5	5
➤ Must be a Professional Engineer registered in the State of Texas and must be included in Appendix	5	4
➤ Project Manager must have five (5) types of projects plus be 85-100 % involvement with technical development of project	10	9
Comments/Rationale For Points: <i>Adequate resources available</i>		TOTAL 18
4. Understanding of Project/Similar Projects (25 pts maximum)		
➤ Demonstrate and understanding of the scope of services	5	5
➤ Address appropriate Federal/ State/ Local regulations and policies. Knowledge and experience of working with multiple entities, counties, cities, etc.	5	5
➤ Identify information to be gathered or obtained/proposed approach to complete the scope	5	5
➤ RFQ responsiveness. Response is clear, well organized, easy to evaluate, and appropriate to this RFQ.	5	5
➤ Reference information including contact persons and telephone numbers.	5	5
Comments/Rationale For Points: <i>Adequate resources available</i>		TOTAL 25
5. Familiarity with Applicable Rules and Regulations (10 pts maximum)		
➤ Indicate passed experience of the proposed Firm knowledge of governmental regulations, appropriate codes, guidelines, professional standards and policies	5	5
➤ Must contain a narrative that outlines applicable regulations, guideline, standards, and policies	5	5
Comments/Rationale For Points: <i>Adequate resources available</i>		TOTAL 10
Total Score		77

Firm/Participant's Name: Guzman & Munoz

Evaluator: Wilfredo Mata Department: City Administrator

Project Name: WWTP 03, 05, 11 & 12 H.E. Date: 10-31-13
H.E. H.E.

**EVALUATION CRITERIA
PROFESSIONAL ENGINEERING SERVICES POOL
RFQ No. 2013-002-12-05-YZV**

Selection Criteria	Points	Score
1. Professional Qualifications of Project Team (20 pts maximum)		
➤ Registered and licenses to practice in the State of Texas (i.e. certifications/registrations and other pertinent information that demonstrates their qualifications to perform the contract)	10	10
➤ Provides information on proposed professional Team qualifications to perform various types of contracts	5	5
➤ Team members identified in the organizational chart.	5	5
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 20
2. Experience of Project Team/Ability to Commit Resources (25 pts maximum)		
➤ Designate engineering staff members in an appendix form	5	5
➤ Identifying the project composition, project leadership, reporting responsibilities	10	10
➤ Experience of engineering staff to completely and efficiently perform the work.	10	10
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 25
3. Methodology/Experience/Availability of Project Manager (20 pts maximum)		
➤ Firm's approach to the methodology and management to the scope of services for the project(s).	5	5
➤ Must be a Professional Engineer registered in the State of Texas and must be included in Appendix	5	5
➤ Project Manager must have five (5) types of projects plus be 85-100 % involvement with technical development of project	10	10
Comments/Rationale For Points: <i>Meets all criteria</i>		TOTAL 20
4. Understanding of Project/Similar Projects (25 pts maximum)		
➤ Demonstrate and understanding of the scope of services	5	5
➤ Address appropriate Federal/ State/ Local regulations and policies. Knowledge and experience of working with multiple entities, counties, cities, etc.	5	5
➤ Identify information to be gathered or obtained/proposed approach to complete the scope	5	4
➤ RFQ responsiveness. Response is clear, well organized, easy to evaluate, and appropriate to this RFQ.	5	5
➤ Reference Information including contact persons and telephone numbers.	5	5
Comments/Rationale For Points: <i>Meets most criteria, but needs to be more responsive to RFQ and contact information</i>		TOTAL 20
5. Familiarity with Applicable Rules and Regulations (10 pts maximum)		
➤ Indicate passed experience of the proposed Firm knowledge of governmental regulations, appropriate codes, guidelines, professional standards and policies	5	5
➤ Must contain a narrative that outlines applicable regulations, guideline, standards, and policies	5	3
Comments/Rationale For Points: <i>Does not contain a narrative</i>		TOTAL 8
Total Score		93

Firm/Participant's Name: Guzman & Muñoz Engineering and Surveying, Inc.
 Evaluator: ANTONIO BARCO Department: Urban County Program
 Project Name: La Villa - Waste Water Treatment Plant Project Date: 11/12/13

**EVALUATION CRITERIA
PROFESSIONAL ENGINEERING SERVICES POOL
RFQ No. 2013-002-12-05-YZV**

Selection Criteria	Points	Score
1. Professional Qualifications of Project Team (20 pts maximum)		
➤ Registered and licenses to practice in the State of Texas (i.e. certifications/registrations and other pertinent information that demonstrates their qualifications to perform the contract)	10	10
➤ Provides information on proposed professional Team qualifications to perform various types of contracts	5	05
➤ Team members identified in the organizational chart.	5	05
Comments/Rationale For Points: Meets requirements for proposed project		TOTAL 20
2. Experience of Project Team/Ability to Commit Resources (25 pts maximum)		
➤ Designate engineering staff members in an appendix form	5	05
➤ Identifying the project composition, project leadership, reporting responsibilities	10	08
➤ Experience of engineering staff to completely and efficiently perform the work.	10	10
Comments/Rationale For Points: Meets criteria, not clear on composition leadership and reporting responsibilities as per SOQ		TOTAL 23
3. Methodology/Experience/Availability of Project Manager (20 pts maximum)		
➤ Firm's approach to the methodology and management to the scope of services for the project(s).	5	05
➤ Must be a Professional Engineer registered in the State of Texas and must be included in Appendix	5	05
➤ Project Manager must have five (5) types of projects plus be 85-100 % involvement with technical development of project	10	10
Comments/Rationale For Points: Meets Criteria as required; no appendix included in SOQ as requested on exhibits		TOTAL 20
4. Understanding of Project/Similar Projects (25 pts maximum)		
➤ Demonstrate and understanding of the scope of services	5	05
➤ Address appropriate Federal/ State/ Local regulations and policies. Knowledge and experience of working with multiple entities, counties, cities, etc.	5	05
➤ Identify information to be gathered or obtained/proposed approach to complete the scope	5	03
➤ RFQ responsiveness. Response is clear, well organized, easy to evaluate, and appropriate to this RFQ.	5	03
➤ Reference information including contact persons and telephone numbers.	5	05
Comments/Rationale For Points: Firm has performed various projects with Hidalgo County;		TOTAL 21
5. Familiarity with Applicable Rules and Regulations (10 pts maximum)		
➤ Indicate passed experience of the proposed Firm knowledge of governmental regulations, appropriate codes, guidelines, professional standards and policies	5	05
➤ Must contain a narrative that outlines applicable regulations, guideline, standards, and policies	5	05
Comments/Rationale For Points: Meets Criteria; unable to verify applicable rules & regulations		TOTAL 10
Total Score		94

Firm/Participant's Name: GUZMAN & MUÑOZ ENGINEERING AND SURVEYING

Evaluator: *Ricardo Guzman, Program Coordinator* Department: UCP

Project Name: CITY OF LA VILLA W/S IMP PROJECT Date: 11/07/13