

City of Donna  
Professional Engineering Services  
Street Improvements Project  
Years 33 (2020)  
Grading-Ranking Grid

CRITERIA	SAMES			B2Z			Javier Hinojosa Engineering		
	Grader 1	Grader 2	Grader 3	Grader 1	Grader 2	Grader 3	Grader 1	Grader 2	Grader 3
<b>RFQ Responsiveness</b>	2	2	2	2	2	2	1	1	2
<b>Understanding the Project</b>	20	22	22	22	21	19	21	21	21
<b>Firm's Qualifications</b>	28	28	28	28	28	27	23	24	28
<b>Experience and Recent Projects</b>	27	26	26	27	27	23	21	25	25
<b>Leadership and Ability</b>	20	20	21	21	17	17	20	20	19
<b>TOTALS</b>	97	98	99	100	95	88	86	91	95
<b>AVERAGES</b>	$294 / 3 = 98 \%$			$283 / 3 = 94.33 \%$			$272 / 3 = 90.67 \%$		
<b>RANKING</b>									

## EVALUATION FORM

RE: RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

Evaluator: Chanel Borrego

Signature: \_\_\_\_\_

Date: 8-2-21

Project Name: 2020 Donna Street Improvements

Department: City of Donna - Planning

Evaluated Firm: SAMES

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet	2	2
Comments/Rationale for points:		
	<b>Subtotal</b>	<b>2</b>
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	5
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	7
➤ Firm identifies other successful projects of similar size and scope.	5	5
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	5
Comments/Rationale for points:		
	<b>Subtotal</b>	<b>22</b>
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	10
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	10
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:		
	<b>Subtotal</b>	<b>28</b>
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	10
➤ Firm identifies at least one (1) Licensed Professional Engineer (PE) with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience. Comments/Rationale for points:	7	7
Comments/Rationale for points:		
	<b>Subtotal</b>	<b>26</b>
<b>5. LEADERSHIP AND ABILITY (21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	5
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	4
Comments/Rationale for points:		
	<b>Subtotal</b>	<b>21</b>
<b>GRAND TOTAL</b>		<b>99</b>

## EVALUATION FORM

**RE:** RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

Evaluator: Chanel Borrego

Signature: \_\_\_\_\_

Date: 8-2-21

Project Name: 2020 Donna Street Improvements

Department: City of Donna - Planning

Evaluated Firm: B2Z Engineering

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet	2	2
Comments/Rationale for points:		
<b>Subtotal</b>		2
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	4
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	6
➤ Firm identifies other successful projects of similar size and scope.	5	4
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	5
Comments/Rationale for points:		
<b>Subtotal</b>		19
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	9
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	10
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:		
<b>Subtotal</b>		27
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	8
➤ Firm identifies at least one (1) Licensed Professional Engineer (PE) with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience. Comments/Rationale for points:	7	5
Comments/Rationale for points:		
<b>Subtotal</b>		23
<b>5. LEADERSHIP AND ABILITY (21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	3
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	3
Comments/Rationale for points:		
<b>Subtotal</b>		17
<b>GRAND TOTAL</b>		<b>88</b>

## EVALUATION FORM

RE: RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

Evaluator: Chanel Borrego  
Signature: \_\_\_\_\_  
Date: 8-2-21  
Department: City of Donna - Planning

Project Name: 2020 Donna Street Improvements  
Evaluated Firm: Javier Hinojosa Engineering

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet	2	2
Comments/Rationale for points:		
	<b>Subtotal</b>	2
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	5
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	7
➤ Firm identifies other successful projects of similar size and scope.	5	4
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	5
Comments/Rationale for points:		21
	<b>Subtotal</b>	
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	10
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	10
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:		
	<b>Subtotal</b>	28
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	9
➤ Firm identifies at least one (1) Licensed Professional Engineer (PE) with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience. Comments/Rationale for points:	7	6
Comments/Rationale for points:		
	<b>Subtotal</b>	25
<b>5. LEADERSHIP AND ABILITY (21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	4
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	4
Comments/Rationale for points:		
	<b>Subtotal</b>	19
<b>GRAND TOTAL</b>		<b>95</b>

## EVALUATION FORM

RE: RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

Evaluator: Antonio Barco  
Signature: *A. Barco*  
Date: 7-13-2021  
Department: Urban County Program

Project Name: 2020 Donna Street Improvements  
Evaluated Firm: : SAMES

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet	2	2
Comments/Rationale for points:		
<b>Subtotal</b>		<b>2</b>
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	5
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	7
➤ Firm identifies other successful projects of similar size and scope.	5	5
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	5
Comments/Rationale for points:		
<b>Subtotal</b>		<b>22</b>
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	10
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	10
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:		
<b>Subtotal</b>		<b>28</b>
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	10
➤ Firm identifies at least one (1) Licensed Professional Engineer (PE) with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience. Comments/Rationale for points:	7	6
Comments/Rationale for points:		
<b>Subtotal</b>		<b>26</b>
<b>5. LEADERSHIP AND ABILITY (21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	5
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	4
Comments/Rationale for points:		
<b>Subtotal</b>		<b>20</b>
<b>GRAND TOTAL</b>		<b>98</b>

## EVALUATION FORM

RE: RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

Evaluator: Antonio Barco

Signature: \_\_\_\_\_

Date: 7-13-2021

Department: Urban County Program


Project Name: 2020 Donna Street Improvements

Evaluated Firm B2Z Engineering

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet	2	2
Comments/Rationale for points:		
<b>Subtotal</b>		2
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	5
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	6
➤ Firm identifies other successful projects of similar size and scope.	5	5
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	5
Comments/Rationale for points:		
<b>Subtotal</b>		21
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	10
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	10
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:		
<b>Subtotal</b>		28
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	10
➤ Firm identifies at least one (1) Licensed Professional Engineer (PE) with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience. Comments/Rationale for points:	7	7
Comments/Rationale for points:		
<b>Subtotal</b>		27
<b>5. LEADERSHIP AND ABILITY (21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	3
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	3
Comments/Rationale for points:		
<b>Subtotal</b>		17
<b>GRAND TOTAL</b>		<b>95</b>

# EVALUATION FORM

RE: RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

Evaluator: Antonio Barco  
Signature:   
Date: 7-13-2021  
Department: Urban County Program

Project Name: 2020 Donna Street Improvements  
Evaluated Firm: Javier Hinojosa Engineering

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet	2	1
Comments/Rationale for points:		
<b>Subtotal</b>		1
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	5
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	6
➤ Firm identifies other successful projects of similar size and scope.	5	5
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	5
Comments/Rationale for points:		
<b>Subtotal</b>		21
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	10
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	9
➤ Firm identifies their Affirmative Action Program.	3	0
Comments/Rationale for points:		
<b>Subtotal</b>		24
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	9
➤ Firm identifies at least one (1) Licensed Professional Engineer (PE) with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience. Comments/Rationale for points:	7	6
Comments/Rationale for points:		
<b>Subtotal</b>		25
<b>5. LEADERSHIP AND ABILITY (21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	5
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	4
Comments/Rationale for points:		
<b>Subtotal</b>		20
<b>GRAND TOTAL</b>		<b>91</b>

## EVALUATION FORM

RE: RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

Evaluator: Yolanda Velasquez  
Signature:   
Date: May 10, 2021

Project Name: 2020 Donna Street Improvements

Department: Purchasing Department

Evaluated Firm: SAMES Engineering

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet.	2	2
Comments/Rationale for points:	<b>Subtotal</b>	<b>2</b>
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	4
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	7
➤ Firm identifies other successful projects of similar size and scope.	5	5
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	4
Comments/Rationale for points:	<b>Subtotal</b>	<b>20</b>
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	10
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	10
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:	<b>Subtotal</b>	<b>28</b>
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	10
➤ Firm identifies at least one (1) Licensed Professional Engineer with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience.	7	7
Comments/Rationale for points:	<b>Subtotal</b>	<b>27</b>
<b>5. LEADERSHIP AND ABILITY(21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	4
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	5
Comments/Rationale for points:	<b>Subtotal</b>	<b>20</b>
<b>TOTAL</b>		<b>97</b>

## EVALUATION FORM

RE: RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

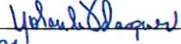
Evaluator: Yolanda Velasquez  
Signature: *Yolanda Velasquez*  
Date: May 10, 2021

Project Name: 2020 Donna Street Improvements Department: Purchasing Department  
Evaluated Firm: B2Z Engineering

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet.	2	2
Comments/Rationale for points:	<b>Subtotal</b>	<b>2</b>
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	5
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	7
➤ Firm identifies other successful projects of similar size and scope.	5	5
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	5
Comments/Rationale for points:	<b>Subtotal</b>	<b>22</b>
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	10
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	10
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:	<b>Subtotal</b>	<b>28</b>
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	10
➤ Firm identifies at least one (1) Licensed Professional Engineer with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience.	7	7
Comments/Rationale for points:	<b>Subtotal</b>	<b>27</b>
<b>5. LEADERSHIP AND ABILITY(21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	5
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	5
Comments/Rationale for points:	<b>Subtotal</b>	<b>21</b>
<b>TOTAL</b>		<b>100</b>

## EVALUATION FORM

RE: RFQ No. 2020-565-03-10-HGO  
Professional Engineering Services

Evaluator: Yolanda Velasquez  
Signature:   
Date: May 10, 2021

Project Name: 2020 Donna Street Improvements Department: Purchasing Department  
Evaluated Firm: Javier Hinojosa Engineering

EVALUATION CRITERIA	POINTS	SCORE
<b>1. RFQ RESPONSIVENESS (2 points)</b>		
➤ Response is clear, concise, well-organized and followed the instructions listed in the Procurement Overview section of the procurement packet.	2	1
Comments/Rationale for points:	<b>Subtotal</b>	1
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	4
➤ Firm addresses their understanding in a clear and concise narrative that outlines their knowledge in appropriate federal, state and local government regulations, codes, guidelines, professional standards, and other policies related to the specified project.	7	7
➤ Firm identifies other successful projects of similar size and scope.	5	5
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	5
Comments/Rationale for points:	<b>Subtotal</b>	21
<b>3. FIRM'S QUALIFICATIONS (28 points)</b>		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Profession Engineers and Land Surveyors.	5	5
➤ Firm includes an organization chart, and a description of the proposed project team organization dedicated to this project, identifies key technical staff, their names and titles.	10	10
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	5
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:	<b>Subtotal</b>	23
<b>4 EXPERIENCE AND RECENT PROJECTS (27 points)</b>		
➤ Firm includes biographic summaries/resumes for each proposed staff member that highlight their relevant experience specific to the project within the last 12 consecutive months, and their role in each project.	10	5
➤ Firm identifies at least one (1) Licensed Professional Engineer with an educational background and/or strong experience in the scope of the project that is part of the proposed team dedicated to this project who has previously led or been a part of at least two (2) projects of similar size and scope.	10	10
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience.	7	6
Comments/Rationale for points:	<b>Subtotal</b>	21
<b>5. LEADERSHIP AND ABILITY(21 points)</b>		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	3
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	3
➤ Firm commits at least one Project Manager with experience in two (2) different areas of specialties, plus be 50% involved with the technical development of the project.	5	4
➤ Firm commits at least one (1) Project Manager with experience in five (5) areas of specialties, plus be 85-100% involved with the technical development of the project.	5	5
Comments/Rationale for points:	<b>Subtotal</b>	20
<b>TOTAL</b>		86

**NO CONFLICT DISCLOSURE FORM**

Name of Government Officer/Employee: Urban County Program – Antonio Barco


Title/Position: Assistant Director

Contract for Goods/Services: Professional Engineering Services - City of Donna-2020 Street Improvements Project

Name of Vendors contracting with OR seeking to contract with Hidalgo County:

1. Javier Hinojosa Engineering
2. SAMES Engineering
3. B2Z Engineering

In my review, grading, selection or approval of the above identified vendors, I hereby affirm that I have no conflicts to disclose (employment/business, family or gifts exceeding \$100.00) in connection with the above identified vendor(s) as required by section 176 of the Texas Local Government Code.

  
\_\_\_\_\_  
Antonio Barco  
Urban County Program, Assistant Director

7-13-2021  
Date

## NO CONFLICT DISCLOSURE FORM

Name of Government Officer/Employee: Yolanda Velasquez

Title/Position: Contract Specialist II

Contract for Goods/Services: Professional Engineering Services-City of Donna 2020 Street Improvements

Name of Vendors contracting with OR seeking to contract with Hidalgo County:

1. SAMES Engineering

2. B2Z Engineering

3. Javier Hinojosa Engineering

In my review, grading, selection or approval of the above identified vendors, I hereby affirm that I have no conflicts to disclose (employment/business, family or gifts exceeding \$100.00) in connection with the above identified vendor(s) as required by section 176 of the Texas Local Government Code.

Yolanda Velasquez  
Signature

May 10, 2021  
Date

**NO CONFLICT DISCLOSURE FORM**

Name of Government Officer/Employee: City of Donna – Chanel Borrego

Title/Position: Director of Planning

Contract for Goods/Services: Professional Engineering Services - City of Donna-2020 Street Improvements Project

Name of Vendors contracting with OR seeking to contract with Hidalgo County:

1. Javier Hinojosa Engineering
2. SAMES Engineering
3. B2Z Engineering

In my review, grading, selection or approval of the above identified vendors, I hereby affirm that I have no conflicts to disclose (employment/business, family or gifts exceeding \$100.00) in connection with the above identified vendor(s) as required by section 176 of the Texas Local Government Code.

  
\_\_\_\_\_  
Chanel Borrego  
City of Donna, Director Of Planning

1-25-2021  
Date