

**NO CONFLICT DISCLOSURE FORM**

Name of Government Officer/Employee: Heidi Ortiz

Title/Position: CS III

Contract for Goods/Services: Pool-Engineers-2021-Edcouch  
Water & Sewer Improvements

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

1. Exhos
2. CSJ Group
3. Terracon

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.

Heidi Ortiz  
Signature

12/8/2021  
Date



### EVALUATION FORM

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

Evaluator: Atchada Ortiz  
Signature: [Signature]  
Date: 12/03/2020

Project Name: 2021 Edcouch Water i. Supply Improvements Department: Purchasing

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:	Subtotal	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	4
Comments/Rationale for points:	Subtotal	20
<b>3. FIRM'S QUALIFICATIONS (18 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:	Subtotal	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 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:	Subtotal	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	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:	Subtotal	21
<b>TOTAL</b>		<b>98</b>



*CSJ Group*

**EVALUATION FORM**

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

Evaluator: *Heidi Ortiz*  
Signature: *Heidi Ortiz*  
Date: *12/03/2021*

Project Name: *2021 Edcouch Water System Improvements* Department: *Purchasing*

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	<i>2</i>
Comments/Rationale for points:	Subtotal	<i>2</i>
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	<i>3</i>
➤ 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	<i>5</i>
➤ Firm identifies other successful projects of similar size and scope.	5	<i>5</i>
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	<i>3</i>
Comments/Rationale for points:	Subtotal	<i>16</i>
<b>3. FIRM'S QUALIFICATIONS (18 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	<i>5</i>
➤ 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	<i>5</i>
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	<i>10</i>
➤ Firm identifies their Affirmative Action Program.	3	<i>1</i>
Comments/Rationale for points:	Subtotal	<i>21</i>
<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	<i>7</i>
➤ 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	<i>10</i>
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience.	7	<i>7</i>
Comments/Rationale for points:	Subtotal	<i>24</i>
<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	<i>3</i>
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	<i>5</i>
➤ Firm has demonstrated competency and experience in the project specified.	3	<i>1</i>
➤ 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	<i>3</i>
➤ 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	<i>3</i>
Comments/Rationale for points:	Subtotal	<i>15</i>
<b>TOTAL</b>		<i>78</i>

*(A)*

Terracon

EVALUATION FORM

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

Evaluator: Heidi Ortiz  
Signature: Heidi Ortiz  
Date: 12/3/2021

Project Name: 2021 Edcouch Water System Improvements  
Evaluated Firm: Terracon  
Department: Purchasing

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:	Subtotal	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	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:	Subtotal	22
<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	8
➤ 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:	Subtotal	26
<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 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	4
Comments/Rationale for points:	Subtotal	22
<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	4
➤ 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:	Subtotal	19
	<b>TOTAL</b>	<b>91</b>

## NO CONFLICT DISCLOSURE FORM

Name of Government Officer/Employee: Antonio Barco

Title/Position: UCP Assistant Director

Contract for Goods/Services: Professional Engineering Services – 2021 Edcouch Water & Sewer Improvements Project

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

1. Ethos Engineering

2. CSJ Group

3. Terracon Consultants, Inc

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  
UCP Assistant Director

11-27-2021

Date

# EVALUATION FORM

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

Evaluator: Antonio Barco

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

Date: 11-24-2021

Project Name: 2021 Edcouch Water & Sewer Improvements

Department: Urban County Program

Evaluated Firm: Ethos 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	4
➤ Firm identifies other successful projects of similar size and scope.	5	0
➤ 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>		13
<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	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	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	8
➤ 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>		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	0
➤ 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	3
Comments/Rationale for points:		
<b>Subtotal</b>		16
<b>GRAND TOTAL</b>		82

*Firm is a Construction Testing Company!*

## EVALUATION FORM

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

Evaluator: Antonio Barco

Signature: *A. Barco*

Date: 11-24-2021

Project Name: 2021 Edcouch Water & Sewer Improvements

Department: Urban County Program

Evaluated Firm: CSJ Group

EVALUATION CRITERIA	POINTS	SCORE
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	10
➤ Firm identifies their Affirmative Action Program.	3	0
Comments/Rationale for points:		
	<b>Subtotal</b>	25
<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	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>	21
<b>GRAND TOTAL</b>		<b>91</b>

## EVALUATION FORM

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

Evaluator: Antonio Barco  
Signature: *Antonio Barco*  
Date: 11-27-2021

Project Name: 2021 Edcouch Water & Sewer Improvements Department: Urban County Program  
Evaluated Firm: Terracon Consultants, Inc

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	4
➤ Firm identifies other successful projects of similar size and scope.	5	0
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	3
Comments/Rationale for points:		
<b>Subtotal</b>		14
<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	7
➤ 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>		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	2
➤ 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>		18
<b>GRAND TOTAL</b>		85

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Testing*

**NO CONFLICT DISCLOSURE FORM**

Name of Government Officer/Employee: Victor Hugo de la Cruz

Title/Position: Edcouch City Manager

Contract for Goods/Services: Professional Engineering Services – 2021 Edcouch Water & Sewer Improvements Project

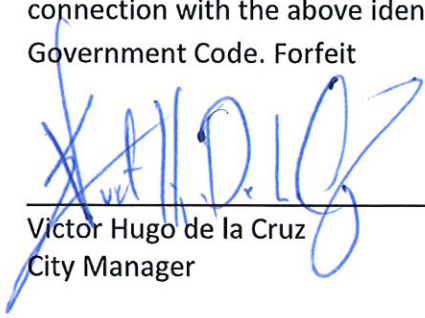
Name of Vendors contracting with OR seeking to contract with Hidalgo County:

1. Ethos Engineering

2. CSJ Group

3. Terracon Consultants, Inc

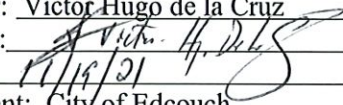
In my review, grading, selection or approval of the above identified vendors, I hereby affirm that I have no conflicts to disclose (employment/business, family or gifts exceeding \$100.00) in connection with the above identified vendor(s) as required by section 176 of the Texas Local Government Code.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

  
\_\_\_\_\_  
Victor Hugo de la Cruz  
City Manager

11/19/21  
\_\_\_\_\_  
Date

## EVALUATION FORM

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

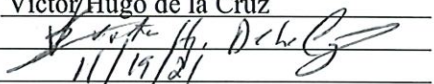
Evaluator: Victor Hugo de la Cruz  
Signature:   
Date: 11/19/21  
Department: City of Edcouch

Project Name: 2021 Edcouch Water & Sewer Improvements  
Evaluated Firm: Ethos 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	0
Comments/Rationale for points:		
<b>Subtotal</b>		0
<b>2. UNDERSTANDING THE PROJECT (22 points)</b>		
➤ Firm demonstrates a thorough understanding of the project through their Scope of Services.	5	3
➤ 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	2
➤ Firm identifies other successful projects of similar size and scope.	5	2
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	2
Comments/Rationale for points:		
<b>Subtotal</b>		9
<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	2
Comments/Rationale for points:		
<b>Subtotal</b>		26
<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	4
➤ 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	5
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience. Comments/Rationale for points:	7	0
Comments/Rationale for points:		
<b>Subtotal</b>		9
<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	3
➤ Firm has demonstrated competency and experience in the project specified.	3	1
➤ 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	0
➤ 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	0
Comments/Rationale for points:		
<b>Subtotal</b>		7
<b>GRAND TOTAL</b>		<b>87</b>

## EVALUATION FORM

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

Evaluator: Victor/Hugo de la Cruz  
Signature:   
Date: 11/19/21

Project Name: 2021 Edcouch Water & Sewer Improvements  
Evaluated Firm: CSJ Group

Department: City of Edcouch

EVALUATION CRITERIA	POINTS	SCORE
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	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>	22
<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	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	9
➤ 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>	24
<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>	21
<b>GRAND TOTAL</b>		<b>97</b>

# EVALUATION FORM

 HIDALGO COUNTY URBAN COUNTY  
 NOV 22 2021 AM 9:52 AM

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

Evaluator: Victor Hugo de la Cruz  
 Signature: *[Signature]*  
 Date: 11/19/21  
 Department: City of Edcouch

Project Name: 2021 Edcouch Water & Sewer Improvements  
 Evaluated Firm: Terracon Consultants, Inc

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	0
Comments/Rationale for points:		
	<b>Subtotal</b>	0
<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	3
➤ Firm identifies other successful projects of similar size and scope.	5	3
➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	3
Comments/Rationale for points:		
	<b>Subtotal</b>	13
<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	2
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	5
➤ 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	7
➤ Firm identifies two (2) different technical staff members, with a minimum of five (5) and ten (10) years' experience. Comments/Rationale for points:	7	0
Comments/Rationale for points:		
	<b>Subtotal</b>	12
<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	3
➤ Firm has demonstrated competency and experience in the project specified.	3	2
➤ 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	0
➤ 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	0
Comments/Rationale for points:		
	<b>Subtotal</b>	8
<b>GRAND TOTAL</b>		<b>60</b>