

## EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: Milnet Architectural Services

Evaluator: Hilda Molina  
 Signature: Aleida Miller  
 Date: 2/14/23  
 Department: City of Elsa

| 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 Architectural Examiners.   | 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) NAAB or NCARB Certified Architect 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        | 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:   | Subtotal | 20        |
| <b>GRAND TOTAL</b>   |          | <b>99</b> |

99

## EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
 Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: Milnet Architectural Services

Evaluator: Guadalupe V. Garcia  
 Signature: Guadalupe Garcia  
 Date: 12/11/2023  
 Department: HC - U.C.P.

| 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               | 4     |
| Comments/Rationale for points:   | <b>Subtotal</b> | 18    |
| <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 Architectural Examiners.   | 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) NAAB or NCARB Certified Architect 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> | 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               | 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               | 5     |
| Comments/Rationale for points:   | <b>Subtotal</b> | 20    |
| <b>GRAND TOTAL</b>   |                 | 95    |

95



## EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: Milnet Architectural Services

Evaluator: Jireh Lira Cabello  
 Signature: *Jireh Lira Cabello*  
 Date: 11/02/2023  
 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:   | <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 Architectural Examiners.   | 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              |       |
| ➤ 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> | 17    |
| <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) NAAB or NCARB Certified Architect 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> | 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               | 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               | 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> | 16    |
| <b>GRAND TOTAL</b>   |                 | 84    |

84

## EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
 Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: San Garcia Architect

Evaluator: Hilda Molina  
 Signature: Hilda Molina  
 Date: 11-14-23  
 Department: City of Elsa

| 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 | 0 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        | 7     |
| ➤ 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:   | Subtotal | 17    |
| <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 Architectural Examiners.   | 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        | 2     |
| Comments/Rationale for points:   | Subtotal | 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) NAAB or NCARB Certified Architect 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.   | 7        | 6     |
| 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        | 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:   | Subtotal | 19    |
| <b>GRAND TOTAL</b>   |          | 85    |

85

## EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
 Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: Sam Garcia Architect

Evaluator: Guadalupe V. Garcia  
 Signature: Guadalupe Garcia  
 Date: 12/8/2023  
 Department: H.C. U.C.P.

| 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 Architectural Examiners.   | 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       | 9     |
| ➤ Firm identifies at least one (1) NAAB or NCARB Certified Architect 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.   | 7        | 7     |
| Comments/Rationale for points:   | Subtotal | 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        | 5     |
| Comments/Rationale for points:   | Subtotal | 20    |
| <b>GRAND TOTAL</b>   |          | 98    |

gfg  
 gfg  
 gfg  
 98 gfg

## EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
 Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: Sam Garcia Architect

Evaluator: Jireh Lira Cabello  
 Signature: *Jireh Lira Cabello*  
 Date: 11.02.2023  
 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:   | <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 Architectural Examiners.   | 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              | 7         |
| ➤ Firm identifies their Affirmative Action Program.  | 3               | 1         |
| Comments/Rationale for points:   | <b>Subtotal</b> | 22        |
| <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) NAAB or NCARB Certified Architect 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.   | 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               | 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               | 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> | 16        |
| <b>GRAND TOTAL</b>   |                 | <b>87</b> |

## EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
 Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: TWG Architects

Evaluator: Hilda Molina  
 Signature: Hilda Molina  
 Date: 11/14/23  
 Department: City of Elsa

| 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        | 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        | 5         |
| ➤ 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:   | Subtotal | 15        |
| <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 Architectural Examiners.   | 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       | 8         |
| ➤ Firm identifies their Affirmative Action Program.  | 3        | 3         |
| Comments/Rationale for points:   | Subtotal | 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       | 7         |
| ➤ Firm identifies at least one (1) NAAB or NCARB Certified Architect 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.   | 7        | 6         |
| Comments/Rationale for points:   | Subtotal | 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        | 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        | 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:   | Subtotal | 17        |
| <b>GRAND TOTAL</b>   |          | <b>77</b> |

77<sup>00</sup>

## EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
 Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: TWG Architects

Evaluator: Guadalupe V. Garcia  
 Signature: Guadalupe Garcia  
 Date: 12-11-2023  
 Department: H.C. U.C.P.

| 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 (28 points)</b>  |          |       |
| ➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Architectural Examiners.   | 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) NAAB or NCARB Certified Architect 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        | 3     |
| ➤ 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        | 4     |
| Comments/Rationale for points:   | Subtotal | 16    |
| <b>GRAND TOTAL</b>   |          | 93    |

93

# EVALUATION FORM

RE: RFQ No. 23-0034-02-24-VBO  
Architectural Services  
 Project Name: 2023 Elsa Other Public Facilities Improvement  
 Evaluated Firm: TWG Architects

Evaluator: Jireh Lira Cabello  
 Signature: *Jireh Lira Cabello*  
 Date: 11.02.2023  
 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:   | <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               | 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 Architectural Examiners.   | 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              | 8     |
| ➤ Firm identifies their Affirmative Action Program.  | 3               | 3     |
| 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              | 10    |
| ➤ Firm identifies at least one (1) NAAB or NCARB Certified Architect 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.   | 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               | 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>   |                 | 91    |