

EVALUATION FORM

RE: RFQ No. 23-0037-02-24-PEG

Evaluator: Jasmin Cantu

Geotechnical & Construction Material Testing

Signature: *J. Cantu*

Date: 11/13/23

Project Name: 2022/23 Hidalgo Flood Drainage Improvement

Department: Purchasing

Evaluated Firm: Millennium Engineers Group, Inc.

EVALUATION CRITERIA	POINTS	SCORE
1. RFQ RESPONSIVENESS (2 points)		
➤ 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
2. UNDERSTANDING THE PROJECT (22 points)		
➤ 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	4
Comments/Rationale for points:		
	Subtotal	20
3. FIRM'S QUALIFICATIONS (28 points)		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Professional 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	8
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:		
	Subtotal	24
4 EXPERIENCE AND RECENT PROJECTS (27 points)		
➤ 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	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
5. LEADERSHIP AND ABILITY (21 points)		
➤ 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
GRAND TOTAL		90

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Project Name: 2022/23 Hidalgo Flood Drainage Improvement

Department: Purchasing

Evaluated Firm: L&G Consulting Engineers, Inc.

EVALUATION CRITERIA	POINTS	SCORE
1. RFQ RESPONSIVENESS (2 points)		
➤ 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
2. UNDERSTANDING THE PROJECT (22 points)		
➤ 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	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	16
3. FIRM'S QUALIFICATIONS (28 points)		
➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Professional 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	6
➤ Firm provides proof of all licenses and certifications for each proposed staff member.	10	6
➤ Firm identifies their Affirmative Action Program.	3	2
Comments/Rationale for points:		
	Subtotal	19
4. EXPERIENCE AND RECENT PROJECTS (27 points)		
➤ 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) 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.	7	5
Comments/Rationale for points:		
	Subtotal	19
5. LEADERSHIP AND ABILITY (21 points)		
➤ Firm identifies their commitment and ability to commence services immediately after successfully negotiating a contract for services.	3	2
➤ 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	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:		
	Subtotal	13
GRAND TOTAL		69

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Date: 11/13/23

Project Name: 2022/23 Hidalgo Flood Drainage Improvement

Department: Purchasing

Evaluated Firm: HVJ South Central Texas-M&J Inc.

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1. RFQ RESPONSIVENESS (2 points)		
➤ 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
2. UNDERSTANDING THE PROJECT (22 points)		
➤ 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	4
➤ 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	16
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➤ Firm is registered and licensed to practice in the state of Texas, and has been verified through the Texas Board of Professional 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	8
➤ Firm identifies their Affirmative Action Program.	3	2
Comments/Rationale for points:		
	Subtotal	23
4 EXPERIENCE AND RECENT PROJECTS (27 points)		
➤ 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	7
➤ Firm identifies two (2) different technical staff members with a minimum of five (5) and ten (10) years' experience.	7	5
Comments/Rationale for points:		
	Subtotal	20
5. LEADERSHIP AND ABILITY (21 points)		
➤ 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	2
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➤ 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:		
	Subtotal	15
GRAND TOTAL		76