

EVALUATION FORM

RE: RFQ No. 23-0033-02-24-JLC
Engineering Services
 Project Name: Morningside South Water Imps.
 Evaluated Firm R. Gutierrez Engineers

Evaluator: Robert L. Salinas
 Signature: *[Signature]*
 Date: 3/14/24
 Department: Administration

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	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	4
Comments/Rationale for points:	Subtotal	19
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 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
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	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
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	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:	Subtotal	19
TOTAL		95

EVALUATION FORM

RE: RFQ No. 23-0033-02-24-JLC
Engineering Services
 Project Name: 2023 Alamo Water/Sewer Improvement
 Evaluated Firm: R. Gutierrez Engineering Co

Evaluator: Victor Borrego
 Signature: Victor Borrego JJA
 Date: 03/12/24
 Department: Purchasing

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
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➤ Firm has identified information to be gathered or obtained and proposed an approach to complete the Scope of Work.	5	4
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➤ 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	9
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:	Subtotal	25
4 EXPERIENCE AND RECENT PROJECTS (27 points)		
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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	5
Comments/Rationale for points:	Subtotal	21
TOTAL		96

EVALUATION FORM

RE: RFQ No. 23-0033-02-24-JLC
 Engineering Services
 Project Name: 2023 Alamo Water/Sewer Imp.
 Evaluated Firm: R. Gutierrez Engineering Corporation


Evaluator: Guadalupe V. Garcia
 Signature: *Guadalupe Garcia*
 Date: 3/12/2024
 Department: Urban County

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➤ 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
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➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:	Subtotal	26
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Comments/Rationale for points:	Subtotal	24
TOTAL		97

JH

EVALUATION FORM

RE: RFQ No. 23-0033-02-24-JLC
Engineering Services
 Project Name: Morningside South Water Imps.
 Evaluated Firm: Melden & Hunt, Inc.

Evaluator: Robert L. Salinas
 Signature: 
 Date: 3/14/24
 Department: Administration

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
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TOTAL		94

EVALUATION FORM

RE: RFQ No. 23-0033-02-24-JLC
 Engineering Services
 Project Name: 2023 Alamo Water/Sewer Improvement
 Evaluated Firm: Melden & Hunt

Evaluator: Victor Borrego
 Signature: Victor Borrego JJA
 Date: 03/12/24
 Department: Purchasing

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EVALUATION FORM

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 Engineering Services
 Project Name: 2023 Alamo Water/Sewer Imp.
 Evaluated Firm: Melden & Hunt Inc.

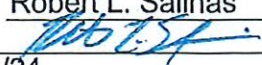
Evaluator: Guadalupe V. Garcia
 Signature: *Guadalupe Garcia*
 Date: 03-12-2024
 Department: Urban County

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Comments/Rationale for points:	Subtotal	24
TOTAL		95

Handwritten signature/initials

EVALUATION FORM

RE: RFQ No. 23-0033-02-24-JLC
Engineering Services
 Project Name: Morningside South Water Imps.
 Evaluated Firm: Trimad Consultants

Evaluator: Robert L. Salinas
 Signature: 
 Date: 3/14/24
 Department: Administration

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TOTAL		96

EVALUATION FORM

RE: RFQ No. 23-0033-02-24-JLC
 Engineering Services
 Project Name: _____
 Evaluated Firm: Trimad Consultants LLC

Evaluator: Victor Borrego
 Signature: Victor Borrego J.A.J.
 Date: 03/12/24
 Department: Purchasing

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EVALUATION FORM

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Engineering Services
 Project Name: 2023 Alamo Water/Sewer Imp.
 Evaluated Firm: Trimad Consultants LLC

Evaluator: Guadalupe V. Garcia
 Signature: *Guadalupe V. Garcia*
 Date: 3-12-2024
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