

Rank: 94 out of 100

### EVALUATION FORM

RE: RFQ No. \_\_\_\_\_  
 Engineering Services  
 Project Name: 24 Sullivan City Street Improvement  
 Evaluated Firm: Izaguirre Engineering Group, LLC

Evaluator: Reynaldo Cortes  
 Signature: R. AC  
 Date: 12-30-24  
 Department: Urban Co. Program

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
<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	4
Comments/Rationale for points:	Subtotal	0
<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:	Subtotal	0
<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 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	0
<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	0
<b>TOTAL</b>		0

2  
20  
27  
25  
20  
94

Rank: 1 out of 3

## EVALUATION FORM

RE: RFQ No.

Engineering Services

Project Name: Sullivan City FY 2024 Street Improven

Evaluated Firm: Izaquirre Engineering

Evaluator: Juan Herrera

Signature: *Juan Herrera*

Date: 1/3/2025

Department: Purchasing Department

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	5
➤ 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>	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 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	9
➤ 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>	26
<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	2
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	5
➤ Firm has demonstrated competency and experience in the project specified.	3	5
➤ 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>	20
<b>TOTAL</b>		95

Rank: \_\_\_\_\_ out of \_\_\_\_\_

### EVALUATION FORM

RE: RFQ No.

Evaluator: Dr. Joel Rivera

Engineering Services

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

Project Name: Sullivan City FY 2024 Street Proj

Date: 1-3-2024

Evaluated Firm: Iraquiere Eng. Firm

Department: Urban Co. Dept.

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>	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	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:	<b>Subtotal</b>	0
<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>	0
<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>	0
<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>	0
<b>TOTAL</b>		<b>89</b>

2

14

27

27

19

Rank: 89 out of 100

### EVALUATION FORM

RE: RFQ No.

Evaluator: Reynaldo Cortes

Engineering Services

Signature: R. Cortes

Project Name: 29 Sullivan City Street Improvement

Date: 12-30-24

Evaluated Firm: M2 Engineering, PLLC

Department: Urban Co. Program

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>	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	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:	<b>Subtotal</b>	0
<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	9
➤ Firm identifies their Affirmative Action Program.	3	3
Comments/Rationale for points:	<b>Subtotal</b>	0
<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 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>	0
<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	2
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	4
➤ 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	5
Comments/Rationale for points:	<b>Subtotal</b>	0
<b>TOTAL</b>		89

2

19

26

25

17

89

Rank: 3 out of 3

## EVALUATION FORM

RE: RFQ No. \_\_\_\_\_  
 Engineering Services  
 Project Name: Sullivan City FY 2024 Street Improven  
 Evaluated Firm: M2 Engineering

Evaluator: Juan Herrera  
 Signature: Juan Herrera  
 Date: 1/3/2025  
 Department: Purchasing Department

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	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>	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 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	9
➤ 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	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	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>	19
<b>TOTAL</b>		<b>92</b>

Rank: \_\_\_\_\_ out of \_\_\_\_\_

### EVALUATION FORM

RE: RFQ No.

Evaluator: Dr. Joel Rivera

Engineering Services

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

Project Name: Sullivan City FY2024 Streets Proj

Date: 1-3-2024

Evaluated Firm: M2 Engineering

Department: Urban Co. Dept.

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>	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	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:	<b>Subtotal</b>	0
<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: <u>Detail Exp.</u>	<b>Subtotal</b>	0
<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>	0
<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	1
➤ Firm identifies proposed project composition, project leadership, and reporting responsibilities.	5	4
➤ 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	3
Comments/Rationale for points:	<b>Subtotal</b>	0
<b>TOTAL</b>		<b>86</b>

15

27

27

14

Rank: 84 out of 100

**EVALUATION FORM**

RE: RFQ No.

Engineering Services

Project Name: 29 Sullivan City Street Improvement

Evaluated Firm: HCE Engineering

Evaluator: Reynaldo Cortes

Signature: R. HCE

Date: 12-30-24

Department: Urban Co. Program

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>	0
<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	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	4
Comments/Rationale for points:	<b>Subtotal</b>	0
<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	4
➤ 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	9
➤ Firm identifies their Affirmative Action Program.	3	2
Comments/Rationale for points:	<b>Subtotal</b>	0
<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 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	6
Comments/Rationale for points:	<b>Subtotal</b>	0
<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	2
➤ 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:	<b>Subtotal</b>	0
	<b>TOTAL</b>	<b>84</b>

18

24

24

17

84

Rank: 2 out of 3

## EVALUATION FORM

RE: RFQ No. \_\_\_\_\_  
 Engineering Services  
 Project Name: Sullivan City FY 2024 Street Improven  
 Evaluated Firm: HCE Engineering

Evaluator: Juan Herrera  
 Signature: Juan Herrera  
 Date: 1/3/2025  
 Department: Purchasing Department

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	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>	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 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	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>	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	2
➤ 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:	<b>Subtotal</b>	17
<b>TOTAL</b>		93

Rank: \_\_\_\_\_ out of \_\_\_\_\_

### EVALUATION FORM

RE: RFQ No.

Engineering Services

Project Name: Sullivan City FY2024 Streets Proj

Evaluated Firm: HCE

Evaluator: Dr. Joel Rivera

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

Date: 1-3-2024

Department: Urban Co. Dept.

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>	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	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:	<b>Subtotal</b>	0	
<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: <u>Policy Expired</u>	<b>Subtotal</b>	0	
<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>	0	
<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	1	
➤ 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	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	3	
Comments/Rationale for points:	<b>Subtotal</b>	0	
<b>TOTAL</b>			<b>82</b>

14

28

27

13