



Memo

TO: Max Bricka, Purchasing Director

FROM: J. Terron Evertson, P.E. - Chair of the Design Selection Committee

DATE: March 31, 2016

SUBJ: RFQ 1511-030 – Professional Engineering Design Services Repair of San Gabriel Ranch Road

Based on the attached supporting documentation, we entered into contract negotiations with Freese and Nichols, Inc., the top ranked firm from the evaluation process (outlined below) for the repair of San Gabriel Ranch Road. After concluding successful negotiations, we recommend to the Williamson County Commissioner's Court that they award Freese and Nichols, Inc. the Professional Engineering Design Services for Repair of San Gabriel Ranch Road (RFQ 1511-030). The partially executed PSA in the negotiated amount of \$306,702.00 is attached.

Evaluation Process:

1. The Professional Engineering Design Selection Committee consisted of:
Terron Evertson
Kelly Morrelli
Kon Kwan
2. The Request for Qualifications were received on December 29th, 2015. Five (5) Requests for Qualifications were received.
3. The Professional Engineering Design Selection Committee reviewed the RFQs on January 7th. Based on the review of the Statement of Qualifications, three (3) firms were invited to interview on January 25th. Attached are the scores and ranking of each firm from the interview.

Negotiation Process:

1. First a detailed scope was negotiated for PS&E.
2. Freese and Nichols, Inc. then provided a cost proposal for the agreed upon scope.
3. Williamson County Road and Bridge negotiated the cost to the amount indicated above.
4. Freese and Nichols, Inc. has partially executed the attached PSA.

Please contact me if you have any questions.