

#### October 1, 2019

To: Bill Atkins, Chief Financial Officer

From: JJ McQuade, C.P.M., Director of Purchasing

RE: RFQ 16-08 Engineering Services for Material Testing Services for Woodlake Elementary School

A Request for Qualifications for engineering services was completed in 2016 in order to develop a pool of highly qualified providers that would be available as specific projects become necessary. A pool of 49 firms responded with statements of qualifications. For this project, nine (9) firms have been identified as able to provide the services required by the District. A thorough review has been conducted and each firm has been ranked according to their qualifications. Approval of this ranking will allow the superintendent or his designee to attempt to negotiate a contract for a fair and reasonable price with the top-ranked provider. In the event that an agreement cannot be reached, all negotiations will cease with that vendor. At that point, an attempt will be made to negotiate with the next highest ranked vendor and so on until an agreement is reached.

Firms in order of ranking:

- 1. PSI
- 2. RKCI
- 3. Alpha Testing
- 4. Terracon
- 5. Fugro
- 6. Arias
- 7. Rock Engineering
- 8. HVJ
- 9. Drash

All board members, employees and agents involved in the planning, recommending, selecting or contracting of a vendor are reminded of the conflict of interest reporting requirements as mandated in Chapter 176 of the Local Government Code. A copy of Form CIS has been included as an additional attachment. In the event that a conflict exists, the form should be completed and submitted to the Purchasing Department not later than the 7<sup>th</sup> day after the conflict is identified.

Expenditures are estimated to be \$120,000 to \$150,000. Expenditures will be made from 2016 bond funds.

This contract will be for a specific project and will expire upon its completion.

It is recommended that the Board of Trustees approve the ranking as presented in the attachment.

It is the policy of Judson Independent School District not to discriminate on the basis of age, race, religion, color, national origin, sex, marital or veteran status, disability or other legally protected status in its programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. The following person has been designated to handle inquiries regarding the non-discrimination policies: Executive Director of Human Resources. 8012 Shin Oak. Live Oak, TX. 78233. (210) 945-5608



JUDSON INDEPENDENT SCHOOL DISTRICT

**Facilities Planning** 

## MEMORANDUM

Date: September 30, 2019

To: James McQuade Director of Purchasing

From: Ruben Moreno Director of Facilities Planning

Project: Woodlake Elementary – Modernization and Improvements Materials Testing Services

### Re: RFQ 16-08 B - Engineering Consultant Services

Below are the rankings for Material Testing Services based on the RFQ 16-08 (B). Also included are supporting documentation. The office of Facilities Planning found PSI to be the highest ranked firm. The cost to procure these services is approximately \$120,000.00 to \$150,000.00.

Rankings are as follows:

- 1. PSI
- 2. RKCI
- 3. Alpha Testing
- 4. Terracon
- 5. Fugro
- 6. Arias
- 7. Rock Engineering
- 8. HVJ
- 9. Drash

CC: Dr. Milton (Rob) Fields, Deputy Superintendent of Administration & Operations

8205 Palisades Drive • Live Oak, Texas 78233-2457 • (210) 945-5538 • www.judsonisd.org

JISD is an Equal Opportunity Employer - The Judson School District considers applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, disability, or any other legally protected status.

	LOCAL GOVERNMEN		FORM CIS					
	(Instructions for completing and filing	this form are provided on the next page.)						
т	his questionnaire reflects changes mad	de to the law by H.B. 23, 84th Leg., Regular Session.	OFFICE USE ONLY					
g	his is the notice to the appropriate overnment officer has become award accordance with Chapter 176, Loca	Date Received						
1	Name of Local Government Office	r						
2	Office Held							
3	Name of vendor described by Sec	tions 176.001(7) and 176.003(a), Local Government	Code					
4	Description of the nature and exte	ent of employment or other business relationship w	ith vendor named in item 3					
5		overnment officer and any family member, if aggreg eeds \$100 during the 12-month period described by						
	Date Gift Accepted	Description of Gift						
	Date Gift Accepted	Description of Gift						
	Date Gift Accepted	Description of Gift						
		(attach additional forms as necessary)						
6	AFFIDAVIT	I swear under penalty of perjury that the above statement that the disclosure applies to each family member (as def Government Code) of this local government officer. I also covers the 12-month period described by Section 176.003(	lefined by Section 176.001(2), Local Iso acknowledge that this statement					
		Signature of Local	Government Officer					
	AFFIX NOTARY STAMP / SEAL ABO							
	Sworn to and subscribed before me, by the	, this the day						
	of, 20, to, Signature of officer administering oath	certify which, witness my hand and seal of office. Printed name of officer administering oath	Title of officer administering oath					
			· · · · · · · · · · · · · · · · · · ·					

# LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Please refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

### INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

1. Name of Local Government Officer. Enter the name of the local government officer filing this statement.

2. Office Held. Enter the name of the office held by the local government officer filing this statement.

**3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code.** Enter the name of the vendor described by Section 176.001(7), Local Government Code, with whom the officer has an employment or other business relationship as described by Section 176.003(a)(2)(A), Local Government Code.

**4.** Description of the nature and extent of employment or business relationship with vendor named in item 3. Describe the nature and extent of the employment or other business relationship with the vendor in item 3 as described by Section 176.003(a)(2)(A), Local Government Code.

**5.** List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item **3** exceeds \$100. List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed \$100 in value.

6. Affidavit. Signature of local government officer.

SON ISD EVALUATION FORM 16-08 B - ENGINEERING CONSULTANT SERVICES faterial Testing Services - Woodlake Elementary		Alpha Testing	Arias	Drash	Fugro	HVJ Associates	ISd	RKCI	Rock Engineering	Terracon
Planta Plata I I alexand										
Firm's Establishment Number Of Years In Business (5 Points Possible)			-	0	-		-			-
		5	5	2	5	5	5	5	5	5
	Subtotal	5	5	2	5	5	5	5	5	5
General Information		2	2	2	2	2	2	2	2	2
Submitted Requested Information (3 Points Possible)	Subtotal	3	3	3	3	3	3	3	3	3
	Subtotal	3	3	ა	ა	3	3	3	3	3
Disalasura Forma										
Disclosure Forms Felony Disclosure Statement (1 Point)		1	1	1	1	1	1	1	1	1
	Subtotal	1	1	1	1	1	1	1	1	1
	Jubiolai									
Firm Background and Staff (30 Points)										
Number of employees in firm locally:		10	10	10	8	10	10	10	8	1
Total of employees in firm all locations		10	0	0	1	10	10	10	1	1
Number of Registered Engineers		10	10	10	10	10	11	11	10	1
Number of Draftsmen/CAD/Designers/EITs/Interns/Inspectors		10	10	3	4	2	5	5	10	1
Others certified or licensed professionals		0	0	1	4	5	1	1	1	1
Administrators		1	1	1	1	1	1	1	1	
Administrators	Subtotal	23	22	25	24	29	29	29	22	2
	Subiolai	23	22	20	24	29	29	29	22	2
Duilding Information Madeling (DIM)										
Building Information Modeling (BIM) Only when applicable. (10 Points Possible)		NA	NA	NA	NA	NA	NA	NA	NA	N
	Subtotal	0	0	0	0	0	0	0	0	(
		-	-	-	-				-	-
Insurance Claims										
Claims asserted against your within the past five years? (Y = Yes)	(N = No)	N	Y	Ν	Ν	N	N	N	N	1
Personnel Qualifications										
Project Manager (3 Points Possible)		3	3	3	3	3	3	3	3	
	Columb	3	3	3	3	3	3			
	Subtotal	3				3	3	3	3	
	Sudtotal	J			-	5	3	3	3	
Organizational Structure	Sudtotai			-	-	J	3	3	3	
Organizational Structure Organizational Chart: (2 Points Possible)	Sudiotai	2	2	2	2	2	з 1	3 2	<b>3</b> 2	
	Subtotal		2 2							
		2		2	2	2	1	2	2	
	Subtotal	2		2	2	2	1	2	2	
Organizational Chart: (2 Points Possible)	Subtotal	2		2	2	2	1	2	2	
Organizational Chart: (2 Points Possible) Completed Projects (see guideline for appropriate criter	Subtotal	2	2	2 2	2 2	2 2	1	2 2	2	
Organizational Chart: (2 Points Possible) Completed Projects (see guideline for appropriate criter	Subtotal r <u>ia)</u>	2 2 10	<b>2</b> 10	2 2 0	2 2 10	2 2 6	1 1 10	2 2 10	2 2 10	
Organizational Chart: (2 Points Possible) Completed Projects (see guideline for appropriate criter	Subtotal r <u>ia)</u>	2 2 10	<b>2</b> 10	2 2 0	2 2 10	2 2 6	1 1 10	2 2 10	2 2 10	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload	Subtotal r <u>ia)</u>	2 2 10 10	2 10 10	2 2 0 0	2 2 10 10	2 2 6 6	1 1 10 10	2 2 10 10	2 2 10 10	
Organizational Chart: (2 Points Possible) <u>Completed Projects (see quideline for appropriate criter</u> Projects (10 Points Possible)	Subtotal tia) Subtotal	2 2 10 10	2 10 10 4	2 2 0 0	2 2 10 10	2 2 6 6	1 10 10 8	2 2 10 10 8	2 2 10 10	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload	Subtotal r <u>ia)</u>	2 2 10 10	2 10 10	2 2 0 0	2 2 10 10	2 2 6 6	1 1 10 10	2 2 10 10	2 2 10 10	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload	Subtotal tia) Subtotal	2 2 10 10	2 10 10 4	2 2 0 0	2 2 10 10	2 2 6 6	1 10 10 8	2 2 10 10 8	2 2 10 10	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification	Subtotal tia) Subtotal	2 2 10 10	2 10 10 4	2 2 0 0	2 2 10 10	2 2 6 6	1 10 10 8	2 2 10 10 8	2 2 10 10	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)	Subtotal tia) Subtotal	2 2 10 10	2 10 10 4	2 2 0 0	2 2 10 10	2 2 6 6	1 10 10 8	2 2 10 10 8	2 2 10 10	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification	Subtotal tia) Subtotal	2 2 10 10 10	2 10 10 4 4	2 2 0 0 6 6	2 2 10 10 10	2 2 6 6 0 0	1 10 10 10 8 8 8	2 2 10 10 8 8 8	2 2 10 10 4 4	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification	Subtotal	2 2 10 10 10 10 3	2 10 10 4 4 3	2 2 0 0 0	2 2 10 10 10 10	2 2 6 6 6 0 0 0	1 10 10 8 8 8	2 2 10 10 8 8 8	2 2 10 10 4 4 4	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification	Subtotal	2 2 10 10 10 10 3	2 10 10 4 4 3	2 2 0 0 0	2 2 10 10 10 10	2 2 6 6 6 0 0 0	1 10 10 8 8 8	2 2 10 10 8 8 8	2 2 10 10 4 4 4	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)	Subtotal	2 2 10 10 10 10 3	2 10 10 4 4 3	2 2 0 0 0	2 2 10 10 10 10	2 2 6 6 6 0 0 0	1 10 10 8 8 8	2 2 10 10 8 8 8	2 2 10 10 4 4 4	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)  Technology/Electronic Expertise	Subtotal	2 2 10 10 10 3 3	2 10 10 4 4 3 3 3	2 2 0 0 0 0	2 2 10 10 10 10 0 0	2 2 6 6 6 0 0 0 0	1 10 10 8 8 8 8 3 3 3	2 2 10 10 8 8 8 1 1	2 2 10 10 4 4 4 0 0	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)  Technology/Electronic Expertise Ability to Meet Requirements (Y = Yes, N = No)	Subtotal	2 2 10 10 10 3 3	2 10 10 4 4 3 3 3	2 2 0 0 0 0	2 2 10 10 10 10 0 0	2 2 6 6 6 0 0 0 0	1 10 10 8 8 8 8 3 3 3	2 2 10 10 8 8 8 1 1	2 2 10 10 4 4 4 0 0	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)  Technology/Electronic Expertise Ability to Meet Requirements (Y = Yes, N = No)  RFQ Submission	Subtotal	2 2 10 10 10 10 3 3 3 Y	2 10 10 4 4 3 3 7	2 2 0 0 0 6 6 6 3 3 3 7	2 2 10 10 10 10 0 0 7	2 2 6 6 6 7 0 0 0 0 7	1 10 10 8 8 8 8 3 3 3 7	2 2 10 10 8 8 8 1 1 1 7	2 2 10 10 4 4 4 4 9 0 0 7	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)  Technology/Electronic Expertise Ability to Meet Requirements (Y = Yes, N = No)	Subtotal Subtotal Subtotal Subtotal Subtotal	2 2 10 10 10 10 3 3 3 7	2 10 10 4 4 4 3 3 7 Y	2 2 0 0 6 6 6 3 3 3 7 Y	2 2 10 10 10 10 0 0 7 Y	2 2 6 6 6 0 0 0 0 0 7 Y	1 10 10 8 8 8 8 3 3 3 7 Y	2 2 10 10 8 8 8 1 1 1 7 2	2 2 10 10 10 4 4 4 4 7 2	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)  Technology/Electronic Expertise Ability to Meet Requirements (Y = Yes, N = No)  RFQ Submission	Subtotal	2 2 10 10 10 10 3 3 3 Y	2 10 10 4 4 3 3 7	2 2 0 0 0 6 6 6 3 3 3 7	2 2 10 10 10 10 0 0 7	2 2 6 6 6 7 0 0 0 0 7	1 10 10 8 8 8 8 3 3 3 7	2 2 10 10 8 8 8 1 1 1 7	2 2 10 10 4 4 4 4 9 0 0 7	
Organizational Chart: (2 Points Possible)         Completed Projects (see guideline for appropriate criter         Projects (10 Points Possible)         Current Workload         Current Workload         Current Workload Availability (10 Points Possible)         Technical Certification         Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)         Technology/Electronic Expertise         Ability to Meet Requirements (Y = Yes, N = No)         RFQ Submission         Organization of RFQ (3 Points)	Subtotal Subtotal Subtotal Subtotal Subtotal	2 2 10 10 10 10 3 3 3 7	2 10 10 4 4 4 3 3 7 Y	2 2 0 0 6 6 6 3 3 3 7 Y	2 2 10 10 10 10 0 0 7 Y	2 2 6 6 6 0 0 0 0 0 7 Y	1 10 10 8 8 8 8 3 3 3 7 Y	2 2 10 10 8 8 8 1 1 1 7 2	2 2 10 10 10 4 4 4 4 7 2	
Organizational Chart: (2 Points Possible)  Completed Projects (see guideline for appropriate criter Projects (10 Points Possible)  Current Workload Current Workload Availability (10 Points Possible)  Technical Certification Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)  Technology/Electronic Expertise Ability to Meet Requirements (Y = Yes, N = No)  RFQ Submission	Subtotal Subtotal Subtotal Subtotal Subtotal	2 2 10 10 10 10 3 3 3 7	2 10 10 4 4 4 3 3 7 Y	2 2 0 0 6 6 6 3 3 3 7 Y	2 2 10 10 10 10 0 0 7 Y	2 2 6 6 6 0 0 0 0 0 7 Y	1 10 10 8 8 8 8 3 3 3 7 Y	2 2 10 10 8 8 8 1 1 1 7 2	2 2 10 10 10 4 4 4 4 7 2	
Organizational Chart: (2 Points Possible)         Completed Projects (see guideline for appropriate criter         Projects (10 Points Possible)         Current Workload         Current Workload Availability (10 Points Possible)         Technical Certification         Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)         Technology/Electronic Expertise         Ability to Meet Requirements (Y = Yes, N = No)         RFQ Submission         Organization of RFQ (3 Points)	Subtotal Subtotal Subtotal Subtotal Subtotal	2 2 10 10 10 10 10 3 3 3 7 Y	2 10 10 4 4 4 4 3 3 7 Y	2 2 0 0 6 6 6 6 3 3 3 7 Y	2 2 10 10 10 10 0 0 0 7 2 2 2	2 2 6 6 6 0 0 0 0 0 2 2 2	1 10 10 8 8 8 8 3 3 3 3 7 Y	2 2 10 10 8 8 8 8 1 1 1 7 2 2 2	2 2 10 10 4 4 4 4 7 2 2 2	
Organizational Chart: (2 Points Possible)         Completed Projects (see guideline for appropriate criter         Projects (10 Points Possible)         Current Workload         Current Workload Availability (10 Points Possible)         Technical Certification         Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)         Technology/Electronic Expertise         Ability to Meet Requirements (Y = Yes, N = No)         RFQ Submission         Organization of RFQ (3 Points)	Subtotal Subtotal Subtotal Subtotal Subtotal	2 2 10 10 10 10 10 3 3 3 7 2 2 2 2	2 10 10 4 4 4 3 3 3 7 Y 2 2 2	2 2 0 0 6 6 6 6 3 3 3 7 Y 2 2 2 7	2 2 10 10 10 10 10 0 0 0 7 Y	2 2 6 6 6 9 0 0 0 0 0 9 7 7 2 2 2 7	1 10 10 8 8 8 8 3 3 3 7 7 2 2 2 7	2 2 10 10 8 8 8 8 1 1 1 1 2 2 2 2	2 2 10 10 4 4 4 4 9 0 0 9 7 2 2 2 2	
Organizational Chart: (2 Points Possible)         Completed Projects (see guideline for appropriate criter         Projects (10 Points Possible)         Current Workload         Current Workload Availability (10 Points Possible)         Technical Certification         Geologist, TxDOT 14.2.1, TxDOT 14.4.1 (3 points)         Technology/Electronic Expertise         Ability to Meet Requirements (Y = Yes, N = No)         RFQ Submission         Organization of RFQ (3 Points)	Subtotal Subtotal Subtotal Subtotal Subtotal	2 2 10 10 10 10 10 3 3 3 7 2 2 2 2	2 10 10 4 4 4 3 3 3 7 Y 2 2 2	2 2 0 0 6 6 6 6 3 3 3 7 Y 2 2 2 7	2 2 10 10 10 10 10 0 0 0 7 Y	2 2 6 6 6 9 0 0 0 0 0 9 7 7 2 2 2 7	1 10 10 8 8 8 8 3 3 3 7 7 2 2 2 7	2 2 10 10 8 8 8 8 1 1 1 1 2 2 2 2	2 2 10 10 4 4 4 4 9 0 0 9 7 2 2 2 2	22 22 10 10 10 10 10 10 10 10 10 10 10 10 10