

## STATEMENT OF QUALIFICATIONS

City will conduct a comprehensive, fair and impartial evaluation of all proposals received in response to this Request for Competitive Sealed Proposals within 45 days of receipt of the proposals. City will appoint a selection committee to perform that evaluation. Each proposal will be analyzed to determine overall responsiveness and consideration will be given to a combination of price and other factors such that City may determine which firm's proposal will provide the best value to City. If City elects to conduct interviews of one or more Respondents in connection with this solicitation, those Respondents will be notified in writing and a meeting date will be scheduled. The following Evaluation Criteria will be used in recommending the award of this Contract:

Evaluation Criteria Summary:	Maximum Points
<b>A. Experience and Qualifications of Prime Firm and Key Personnel</b>	<b>25 Points</b>
<b>B. Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts</b>	<b>10 Points</b>
<b>C. Price Proposal</b>	<b>50 Points</b>
<b>D. SEBDA - SBE Prime Contract Program</b>	<b>15 Points</b>
<b>Total Maximum</b>	<b>100 Points</b>

The Solid Waste Management Department was approved in FY13 to construct a crew quarters at the Bitters Brush Recycling Center located at 1800 Bitters Road. The current building is a modular unit purchased over 15 years ago and has dilapidated due to age and wear.

This Project consists of construction a new 1,819 SF building to house (2) large offices, (1) large workroom, (1) computer room, (1) large storage room, (1) womens toilet/shower room, and (1) large mens toilet/shower room. Work includes civil site improvements, electrical, mechanical, plumbing, information technology, security, concrete sidewalks, asphalt parking, landscape, irrigation, and associated work.

The Evaluation Committee, when scoring, will take into consideration a firm's experience with the information outlined below (**indexed and labeled as Tab "7"**):

### A. Experience and Qualifications of Prime Firm and Key Personnel (25 Points)

**1. Project Sheets** – Respondent's submittal shall include a maximum of two (2) project sheets, limited to one (1) page for each project included, which shall describe similar projects Respondent has completed within the last five (5) years. **Refer to Exhibit A, Project Sheet Example for reference.** Each project sheet shall include the following:

- a. Name and Description of the project, including similarity to the Bitters Brush Site Crew Quarters Project
- b. Year of project;
- c. Respondent's role in the project;
- d. Project Manager;
- e. Superintendent;
- f. Project's original and final construction contract amounts (explain inconsistencies);
- g. Project's proposed completion date and actual completion date achieved (explain inconsistencies);
- h. Project owner's name and the name of the representative (if different) who served as the day-to-day liaison for the project in the following format:

Name of Owner: \_\_\_\_\_

Name of Owner's representative: \_\_\_\_\_

Representative's Phone Number: \_\_\_\_\_

Representative's E-mail: \_\_\_\_\_

**2. Resumes** – Respondent shall submit one (1) page resumes for its Superintendent and Project Manager. Resumes should link to project sheets and also may include additional previously-completed relevant projects not highlighted in the project sheets.

Resumes also shall include:

- The license type (if applicable) and number of years licensed,
- Number of years employed with the Firm
- Number of years experience in proposed role
- City of residence

**B. Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts (10 points)**

City is interested in evaluating Respondent's and key Contractor's experience with San Antonio issues, as may be evidenced by work in San Antonio and the surrounding area, during the past five (5) years. In narrative form, using a maximum of one (1) page, briefly describe Respondent's experience in the following areas and reference projects relating to that experience. (Note: you may reference projects included in project sheets under **Criteria A** above or include other projects, but no additional project sheets shall be provided for this criteria.)

- Local area construction costs and practices;
- Local environmental community, conditions and constraints;
- Involvement in project development, as it relates to public awareness in the local area;
- Respondent's experience with public utilities within the San Antonio and/or surrounding area;
- Local site development; and
- Building code requirements.

Note that a portion of the scoring for these criteria may be based on City's Contractor's Scorecard, other documentation and experience with City projects, generated by City staff and previous City contractor's. City will consider the history of the contractor in complying with project programs, schedules and budgets on previous City projects. **No items shall be submitted by the respondent for this criterion.** Specific items that may be used for consideration may include, but are not limited to:

- Timely completion of City projects;
- Cooperative working relationship with City;
- Prompt payment of Subcontractors at all levels;
- Compliance with other City contract terms;
- Compliance with City Ordinances on substitution/addition/deletion of Subcontractors;
- Provision of contracting opportunities for S/M/WBEs;
- Compliance with City standards;
- Conformance to City budget requirements.

**C. Price Proposal (50 points) – Respondent shall complete the 020 Price Proposal Form.**

The City will evaluate Respondent's 020 Price Proposal form for the base proposal and all accepted alternate(s), if any. The proposal with the lowest price total, including the base proposal and all alternates that are planned to be accepted, will receive fifty (50) points. Refer to formula and example listed below:

**Formula:** Lowest price proposal/Firm's price proposal X 30 points – Score

**Example:**

<b>RESPONDENT:</b>	<b>PROPOSAL AMOUNT (INCLUDING ACCEPTED ALTERNATES):</b>	<b>CALCULATION:</b>	<b>POINTS EARNED:</b>
<b>A</b>	<b>\$650,000.00</b>	<b>595,000/650,000 x 30</b>	<b>27.46</b>
<b>B</b>	<b>\$625,000.00</b>	<b>595,000/625,000 x 30</b>	<b>28.56</b>
<b>C</b>	<b>\$600,000.00</b>	<b>595,000/600,000 x 30</b>	<b>29.75</b>
<b>D</b>	<b>\$595,000.00</b>	<b>595,000/595,000 x 30</b>	<b>30.00</b>

**D. SBEDA Ordinance Compliance Provisions**

**SBE Prime Contract Program – 15 pts.**

SBE prime respondents proposing at least 51% SBE utilization (prime and/or subcontractor) will also receive **fifteen (15) evaluation preference points**. S/M/WBEs must be certified with the South Central Texas Regional Certification Agency and be headquartered or have Significant Business Presence in the San Antonio Metropolitan Statistical Area to satisfy the above-stated goal and receive preference points. For further clarification, please contact Shuchi Nagpal, at (210) 207-0071.

No evaluation criteria percentage Points will be awarded to non-SBE Prime Contractors through subcontracting to certified SBE firms.

**Kindly refer to Solicitation Form 011, 050.01 and Subcontractor/Supplier Utilization Plan for SBEDA requirements.**