

PRESIDIO COUNTY

REQUEST FOR QUALIFICATIONS (RFQ) #26-02

ISSUE DATE: April 22, 2026

TO: Engineering Firms

FROM: Presidio County Auditor, Alicia V Sanchez

SUBJECT: Request for Statements of Qualifications for Engineering Services for Water Supply and Infrastructure Projects -RFQ #26-02

Presidio County is requesting a Statement of Qualifications (SOQ) from interested and qualified consulting engineering firms for professional engineering services to assist the County with the planning, development, design, and construction of water infrastructure improvements to be funded through the Water Supply and Infrastructure Grants (WSIG) program administered by the Texas Water Development Board (TWDB) and authorized under House Bill 500 (HB500).

The County intends to pursue funding for water infrastructure projects that address critical system needs, including but not limited to improvements in water supply, treatment, storage, and distribution systems. These projects are intended to improve system reliability, address deficiencies in existing infrastructure, and expand access to safe and adequate water service where needed.

The WSIG program provides grant funding for eligible water infrastructure projects. Projects must meet TWDB eligibility requirements, be consistent with the State Water Plan, and demonstrate feasibility and readiness for implementation. The selected engineering firm(s) will be expected to assist the County in developing projects that meet these requirements and in preparing all necessary documentation for TWDB review and approval.

The selected firm(s) or person(s) will be retained to provide professional engineering services necessary to implement these water infrastructure projects in accordance with applicable TWDB requirements, including planning, environmental coordination, design, procurement, and construction administration. Enclosed for your consideration is a Request for Statement of Qualifications (RFQ).

To be considered for this project, your firm must meet the qualifications and satisfy the requirements set forth in the RFQ. If you are interested in being considered, please submit your SOQ by 4 p.m., May 21, 2026, by email to countyauditor@co.presidio.tx.us, by hand delivery to the Presidio County Courthouse, County Auditor's office, 3rd floor in Marfa, TX 79843. Or by mail (5 copies) to:

Presidio County Auditor

Alicia V Sanchez

PO BOX 423

Marfa, TX 79843.

The submission date for questions, clarifications, or requests for general information is 4 p.m., May 15, 2026. Any requests received after this date will be returned and not addressed. All questions, clarifications, or requests for general information must be submitted in writing via email or other mail carrier to the County Auditor.

A selection committee consisting of County staff and officials will evaluate and rate the SOQs using the evaluation criteria developed for these projects. Said evaluation criteria are attached to this RFQ. The selection committee may interview one or more firms to further evaluate qualifications, experience, and project approach. The selection committee will present its recommendations to the Presidio County Commissioners Court (Commissioners Court), which will select the consultant(s) for these projects.

During the evaluation process, the County reserves the right, where it may serve the County's best interest, to request additional information or clarifications from respondents, or to allow corrections of errors or omissions.

Review of Proposals:

1. The committee will review the SOQs at its earliest convenience after the submittal deadline date.
2. The SOQs will be reviewed and rated relative to the evaluation criteria established for these projects. Said evaluation criteria are attached to this RFQ.
3. If necessary, the committee will invite one or more responding firms to make a presentation before the committee.
4. After completing the evaluation process, the committee will recommend the firm deemed the most qualified to the Commissioners' Court for consultant selection.
5. Commissioners Court will consider the committee's recommendation at its earliest convenience.

1. INTRODUCTION

Presidio County, Texas (the “County”), is hereby soliciting Statements of Qualifications (“SOQs”) from qualified and experienced engineering firms to provide comprehensive professional engineering services in connection with water infrastructure projects to be funded through the Texas Water Development Board (“TWDB”) Water Supply and Infrastructure Grants (“WSIG”) program, authorized under House Bill 500 (“HB500”).

The purpose of this Request for Qualifications (“RFQ”) is to identify and select the most qualified engineering firm, based on demonstrated competence, experience, and technical capability, to assist the County in the planning, development, design, funding, and implementation of eligible water infrastructure projects. These projects are intended to improve the reliability, capacity, and regulatory compliance of the County’s water systems and to support long-term water supply sustainability.

This procurement is conducted in accordance with the Professional Services Procurement Act (Texas Government Code Chapter 2254). Selection shall be made solely on the basis of qualifications, technical competence, and demonstrated experience. In accordance with state law, **no cost or pricing information shall be submitted or considered during this phase of the procurement process.**

The selected firm will be expected to provide not only technical engineering services, but also programmatic support to ensure that projects are successfully developed and implemented in accordance with TWDB requirements and within required timeframes.

2. PROGRAM DESCRIPTION – HB500 / WSIG

The Water Supply and Infrastructure Grants (“WSIG”) program is a state-administered funding initiative established through appropriations under HB500 to provide financial assistance for critical water infrastructure improvements throughout Texas.

The program is designed to address urgent water system needs by providing **one-time grant funding covering up to 100 percent of eligible project costs**, thereby eliminating the need for local repayment obligations. This funding structure distinguishes WSIG from traditional TWDB financing programs and places significant emphasis on project readiness, feasibility, and timely implementation.

Eligible projects under the WSIG program are limited to water infrastructure improvements associated with potable water systems, including:

- Development of new water supply sources
- Expansion or rehabilitation of water treatment facilities
- Construction or improvement of water storage systems
- Installation, replacement, or upgrade of transmission and distribution infrastructure

The program explicitly excludes funding for wastewater, drainage, stormwater, or flood control projects. As such, all proposed activities under this RFQ must be strictly limited to eligible water system improvements.

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To qualify for funding, projects must demonstrate:

- Consistency with the **State Water Plan** and applicable Regional Water Plans
- Technical feasibility and cost-effectiveness
- Compliance with applicable regulatory requirements
- Ability to meet TWDB deadlines for application, funding commitment, and project implementation

For projects seeking construction funding, TWDB requires demonstration of **readiness to proceed**, which includes:

- Completion of final engineering design
- Acquisition of all required easements and property interests
- Completion of environmental coordination
- Obtaining all necessary permits and approvals

The selected Engineer will be responsible for assisting the County in meeting these requirements and ensuring that all proposed projects are eligible, competitive, and capable of timely implementation under the WSIG program.

3. PROJECT NEEDS AND OBJECTIVES

Presidio County intends to pursue funding for water infrastructure improvements that address identified deficiencies within its water systems and enhance the reliability, efficiency, and sustainability of water service delivery.

The County's needs may include, but are not limited to:

- Replacement of aging or deteriorated water distribution lines
- Reduction of water loss through system rehabilitation and leak detection
- Expansion of water service to underserved or unserved areas
- Improvement of storage capacity to meet demand and regulatory requirements
- Upgrades to treatment facilities to ensure compliance with drinking water standards
- Development of new or supplemental water supply sources

The County seeks to engage an engineering firm with demonstrated experience in similar projects and familiarity with TWDB requirements, including the ability to develop projects that are both technically sound and eligible for funding.

The selected Engineer will serve as a key partner in identifying, developing, and implementing projects that meet the County's needs and align with WSIG program objectives.

4. SCOPE OF SERVICES

The selected Engineer shall provide a comprehensive range of professional engineering services necessary to support the planning, development, design, permitting, funding, and implementation of water

infrastructure projects under the Texas Water Development Board (“TWDB”) Water Supply and Infrastructure Grants (“WSIG”) program.

The Engineer shall be responsible for performing all services in accordance with generally accepted engineering practices and applicable federal, state, and local regulations, as well as all TWDB program requirements.

The scope of services shall include, but not be limited to, the following:

4.1 Project Development and System Evaluation

The Engineer shall perform a comprehensive evaluation of the County’s existing water infrastructure systems to identify deficiencies, operational limitations, and areas requiring improvement. This evaluation shall include analysis of system capacity, performance, regulatory compliance status, and long-term sustainability. Based on this evaluation, the Engineer shall assist the County in identifying and prioritizing potential projects that are eligible for WSIG funding.

4.1 Project Development and System Evaluation

The Engineer shall conduct a detailed evaluation of the County’s existing water infrastructure systems to identify deficiencies, operational constraints, and areas requiring improvement. This evaluation shall include an analysis of system capacity, hydraulic performance, condition of infrastructure, regulatory compliance status, and long-term sustainability.

The Engineer shall assist the County in identifying and prioritizing potential projects that address critical needs and are eligible for funding under the WSIG program. Recommendations shall consider technical feasibility, cost-effectiveness, and consistency with the State Water Plan.

4.2 Preliminary Engineering Reports (PER)

The Engineer shall prepare comprehensive Preliminary Engineering Reports (PERs) for each proposed project. PERs shall include a thorough evaluation of existing conditions, identification of deficiencies, analysis of alternative solutions, and development of recommended improvements.

Each PER shall include detailed cost estimates, design criteria, and supporting technical documentation sufficient to support funding applications and decision-making by the County and TWDB.

The PER shall include, at a minimum:

- A detailed description of existing facilities, including system components, capacities, operational conditions, and known deficiencies
- Analysis of current and projected water demand, including population trends, usage patterns, and system capacity requirements
- Identification and evaluation of system deficiencies, including structural, operational, hydraulic, and regulatory issues



- Development and evaluation of feasible alternatives to address identified deficiencies, including a comparison of costs, benefits, and long-term sustainability
- Hydraulic modeling and technical analysis, where applicable, to support recommended improvements
- Identification of design criteria and assumptions used in the development of alternatives
- Detailed opinion of probable construction costs for each alternative, including breakdowns by major components
- Life-cycle cost analysis, where appropriate, to support decision-making
- Recommended alternative with justification based on technical, economic, and operational considerations

4.3 Surveying and Field Investigation

The Engineer shall perform all necessary surveying and field investigation activities required to support the planning and design of proposed projects.

Surveying services shall include, but not be limited to:

- Boundary surveys to establish property limits and identify existing easements and rights-of-way
- Topographic surveys to document existing site conditions, elevations, and physical features
- Location and mapping of existing utilities, including water, sewer, electrical, and other infrastructure
- Preparation of survey plats and base maps for use in design

Field investigation activities may include:

- Site visits and inspections to verify existing conditions
- Collection of field data necessary for design, including measurements, elevations, and system observations
- Coordination of subsurface utility engineering (SUE) services, if required
- Geotechnical investigations, including soil borings and analysis, where necessary to support structural design

All surveying and fieldwork shall be conducted in accordance with applicable standards, including those established by the Texas Board of Professional Engineers and Land Surveyors. The Engineer shall ensure that all collected data is accurate, complete, and suitable for use in design and permitting.

4.4 Environmental Compliance and Coordination

The Engineer shall be responsible for ensuring that all project activities comply with applicable environmental laws and regulations. This shall include coordination with federal, state, and local agencies as necessary.

Because TWDB does not conduct independent environmental review under the WSIG program, the Engineer shall be responsible for completing all required environmental coordination and shall provide certification that environmental requirements have been satisfied.

4.5 Permitting

The Engineer shall identify and obtain all required permits and approvals necessary for project implementation. This shall include coordination with the Texas Commission on Environmental Quality (TCEQ), or any other applicable regulatory agencies.

The Engineer shall be responsible for addressing comments from regulatory agencies and revising application materials as necessary to obtain approvals. All required permits shall be obtained prior to commencement of construction, and the Engineer shall ensure that all permit conditions are incorporated into the project's design and construction documents. The Engineer shall ensure that all permitting requirements are satisfied prior to project construction.

4.6 Engineering Design

The Engineer shall prepare complete engineering design documents, including plans, specifications, and engineer's cost estimates. All design work shall meet applicable professional standards and regulatory requirements.

Design services shall include, but not be limited to:

- Development of design criteria based on applicable standards, regulations, and project requirements
- Preparation of preliminary design concepts and review with the County
- Development of final design drawings, including plan and profile views, details, and construction notes
- Preparation of technical specifications describing materials, equipment, and construction requirements
- Preparation of an opinion of probable construction cost, including itemized quantities and unit costs
- Coordination with utility providers and other stakeholders to avoid conflicts and ensure compatibility

All design work shall be performed in accordance with accepted engineering practices and shall comply with all applicable codes, standards, and regulatory requirements.



Design documents shall be sufficiently complete and detailed to allow for competitive bidding and successful construction of the project without the need for significant revisions and shall meet all TWDB requirements for project approval.

4.7 Readiness-to-Proceed Requirements

The Engineer shall ensure that all projects meet TWDB readiness-to-proceed requirements prior to submission for construction funding. This shall include completion of final design, acquisition of all required easements and property interests, completion of permitting, and resolution of environmental requirements.

The Engineer shall coordinate and document all activities necessary to demonstrate that the project is fully prepared to move into construction upon funding approval. At a minimum, the Engineer shall ensure completion of the following:

- Final engineering design documents, including signed and sealed plans, specifications, and engineer's cost estimates
- Acquisition of all required easements, rights-of-way, and property interests necessary for construction, including preparation of exhibits and legal descriptions as needed
- Completion of all environmental coordination and documentation, including confirmation that all applicable environmental requirements have been satisfied
- Identification and procurement of all required permits and regulatory approvals from federal, state, and local agencies
- Coordination with utility providers and other stakeholders to resolve potential conflicts prior to construction

The Engineer shall prepare and maintain a readiness-to-proceed checklist documenting the status of each required element and shall provide this documentation to the County and TWDB as required. The Engineer shall assist the County in addressing any deficiencies identified during the TWDB review process and shall revise documentation as necessary to achieve readiness approval.

Failure to adequately prepare a project to meet readiness-to-proceed requirements may result in delays or ineligibility for funding; therefore, the Engineer shall take all necessary steps to ensure full compliance.

4.8 Bidding and Procurement Support

The Engineer shall assist the County in conducting the bidding process, including preparation of bid documents, assistance with advertisement, responding to contractor inquiries, and evaluation of bids.

The Engineer's responsibilities shall include, but not be limited to:

- Preparation of complete bid documents, including instructions to bidders, bid forms, general and special conditions, technical specifications, and construction drawings
- Coordination with the County to establish bid schedules and timelines
- Assistance with advertisement of the project for bids in accordance with statutory requirements
- Preparation and issuance of addenda to address bidder questions or clarify contract documents
- Coordination and facilitation of pre-bid conferences, if required

- Receipt and documentation of bidder inquiries and preparation of written responses

Upon receipt of bids, the Engineer shall:

- Assist the County in reviewing bids for completeness and responsiveness
- Evaluate bids for consistency with project requirements and engineer's cost estimates
- Identify any irregularities or discrepancies in bid submissions
- Prepare a bid tabulation and evaluation summary
- Provide a written recommendation to the County regarding award of the construction contract

The Engineer shall assist the County in ensuring that the procurement process is conducted in a fair, transparent, and legally compliant manner. And shall provide comprehensive construction administration services to ensure that the project is constructed in accordance with approved plans, specifications, and contract requirements.

The Engineer shall act as the County's representative during construction and shall perform the following services:

- Conduct regular site visits to observe construction progress and verify that work is being performed in accordance with contract documents
- Maintain detailed records of site visits, observations, and communications with the contractor
- Review and respond to contractor submittals, including shop drawings, product data, and material samples
- Review and process requests for information (RFIs) submitted by the contractor
- Review and evaluate proposed change orders, including assessment of cost and schedule impacts
- Provide recommendations to the County regarding approval or rejection of change orders

The Engineer shall also:

- Review contractor pay applications and verify quantities of work completed prior to recommending payment
- Monitor project schedule and identify potential delays or issues
- Coordinate with the contractor, County, and other stakeholders to resolve construction-related issues
- Ensure compliance with all applicable safety, environmental, and regulatory requirements

The Engineer shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for the contractor's failure to perform the work in accordance with the contract documents; however, the Engineer shall promptly notify the County of any observed deficiencies or non-compliance.

4.10 PROJECT CLOSEOUT

The Engineer shall perform all services necessary to properly closeout the project upon completion of construction.

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Project closeout services shall include, but not be limited to:

- Conducting a final inspection of the project to verify that all work has been completed in accordance with contract documents
- Preparation of a punch list identifying any remaining items to be completed or corrected by the contractor
- Verification that all punch list items have been satisfactorily addressed
- Preparation and submission of final project documentation, including record drawings (as-built drawings), operation and maintenance manuals, and warranties
- Certification that the project has been constructed in accordance with approved plans and specifications
- Assistance with final acceptance of the project by the County

The Engineer shall also:

- Assist the County in compiling all documentation required by TWDB for project closeout
- Provide any required certifications or reports necessary to demonstrate compliance with program requirements
- Support the County during any final inspections or reviews conducted by TWDB or other agencies

The Engineer shall ensure that all project records are complete, accurate, and organized for future reference and audit purposes.

4.11 WSIG APPLICATION AND COMPLIANCE SUPPORT

The Engineer shall provide comprehensive support to the County in the preparation, submission, and administration of applications for funding under the Texas Water Development Board (“TWDB”) Water Supply and Infrastructure Grants (“WSIG”) program.

The Engineer shall assist the County in ensuring that all application materials are complete, accurate, and fully compliant with TWDB requirements. This shall include, but not be limited to:

- Coordination with County staff to identify eligible projects and prioritize funding requests
- Preparation of technical documentation required for WSIG applications, including project descriptions, engineering reports, cost estimates, and supporting analyses
- Verification that all proposed projects meet eligibility criteria and are consistent with the State Water Plan and applicable Regional Water Plans
- Assistance in developing project schedules and implementation timelines that meet TWDB deadlines
- Coordination with TWDB staff, as necessary, to address questions or requests for additional information

The Engineer shall also:

- Monitor application deadlines and ensure timely submission of all required materials
- Assist the County in responding to TWDB comments or requests for clarification during the review process
- Revise and update application materials as necessary to secure funding approval

Following award of funding, the Engineer shall assist the County in complying with all program requirements, including:

- Preparation and submission of required reports and documentation
- Coordination with TWDB during project implementation
- Assistance with any required amendments or modifications to project scope or schedule

The Engineer shall ensure that all project documentation is maintained in an organized and accessible manner to support compliance, monitoring, and audit requirements.

4.12 WATER SYSTEM COMPLIANCE REQUIREMENTS

The Engineer shall assist the County in meeting all applicable TWDB and regulatory requirements related to water system compliance, including those associated with system operations, reporting, and long-term sustainability.

This shall include, but not be limited to:

- Preparation or update of the County’s Water Conservation Plan in accordance with TWDB and TCEQ requirements
- Assistance with completion and submission of Water Use Surveys and other required reporting documents
- Preparation and validation of Water Loss Audits in accordance with TWDB standards, including identification of system inefficiencies and recommendations for corrective actions
- Evaluation of system performance and identification of measures to improve efficiency, reduce water loss, and enhance sustainability

The Engineer shall also:

- Provide recommendations to the County regarding best practices for system operation and maintenance
- Assist in developing strategies to ensure long-term compliance with regulatory requirements
- Support the County in addressing any compliance deficiencies identified by regulatory agencies

The Engineer shall ensure that all compliance-related documentation is accurate, complete, and submitted in a timely manner.

5. SUBMISSION REQUIREMENTS

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Firms responding to this RFQ shall submit a complete Statement of Qualifications (“SOQ”) that clearly demonstrates the firm’s ability to perform the services described herein. The SOQ shall be organized in a logical, professional format and shall contain sufficient detail to allow the County to fully evaluate the qualifications, experience, and capabilities of the firm.

Submissions shall be prepared in a clear and concise manner, while providing comprehensive information addressing all requirements of this RFQ. Failure to provide complete and responsive information may result in disqualification or reduced evaluation scores.

6. EVALUATION CRITERIA

Statements of Qualifications will be evaluated by a selection committee appointed by the County. The evaluation will be based on the criteria established in this RFQ, with emphasis placed on the firm’s demonstrated ability to successfully deliver water infrastructure projects in compliance with TWDB requirements.

In evaluating SOQs, the County will consider not only the qualifications of the firm, but also the depth of relevant experience, the strength of the proposed project team, and the firm’s understanding of the WSIG program.

Particular consideration will be given to firms that demonstrate direct experience with TWDB-funded projects and familiarity with program requirements, including readiness-to-proceed, permitting, and compliance obligations.

The evaluation criteria and associated point values are as follows:

- Experience and Qualifications of Firm – 25 points
- Technical Approach and Understanding – 15 points
- Qualifications of Key Personnel – 15 points
- Project Management Capability – 15 points
- TWDB or Similar Project Experience – 10 points
- Past Performance and References – 10 points
- Responsiveness to RFQ – 10 points

Total Possible Points: 100

A detailed scoring sheet to be used by the selection committee is included as **Appendix F – Evaluation Scoring Sheet**.

7. SELECTION PROCESS

Upon receipt of SOQs, the County will review and evaluate all submissions in accordance with the evaluation criteria set forth in this RFQ.

The selection committee may request additional information, conduct interviews, or require presentations from one or more firms to further evaluate qualifications and project understanding.

Following completion of the evaluation process, the selection committee will rank the firms in order of qualification and recommend the most qualified firm to the Presidio County Commissioners Court for approval.

Selection and contract negotiation shall be conducted in accordance with Texas Government Code Chapter 2254. The County will enter into negotiations with the highest-ranked firm and, if necessary, may proceed to the next ranked firm.

8. AGREEMENT

The selected firm will be required to enter into a formal professional services agreement with the County. The agreement will incorporate the scope of services described in this RFQ and will include the following provisions:

8.1 Standard of Care

The Engineer shall perform all services with the degree of care, skill, and diligence ordinarily exercised by members of the same profession under similar circumstances.

8.2 Compliance with Laws and Regulations

The Engineer shall comply with all applicable federal, state, and local laws, rules, and regulations, including all requirements of the TWDB WSIG program.

8.3 Records and Audit

The Engineer shall maintain complete and accurate records of all services performed under the agreement and shall make such records available for inspection by the County, TWDB, and other authorized entities.

Records shall be retained for a minimum of three (3) years following project completion or final payment.

8.4 Insurance

The Engineer shall maintain adequate insurance coverage, including professional liability insurance, general liability insurance, automobile liability insurance, and workers' compensation coverage, in amounts acceptable to the County.

8.5 Indemnification

To the extent permitted by law, the Engineer shall indemnify and hold harmless the County, its officers, agents, and employees from any claims, damages, losses, or expenses arising out of or resulting from the performance of services under the agreement.

8.6 Termination

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The County reserves the right to terminate the agreement at any time, with or without cause, upon written notice to the Engineer. In the event of termination, the Engineer shall be compensated for services performed up to the date of termination.

8.7 Ownership of Documents

All reports, plans, specifications, and other documents prepared by the Engineer shall become the property of the County upon completion of the project or termination of the agreement.

8.8 Conflicts of Interest

The Engineer shall disclose any potential conflicts of interest and shall comply with all applicable laws regarding conflicts of interest, including Texas Local Government Code requirements.

8.9 WSIG-Specific Requirements

The Engineer shall:

- Ensure project eligibility under the WSIG program
- Assist with State Water Plan consistency
- Ensure readiness-to-proceed requirements are satisfied
- Assist in preparation of TWDB funding applications
- Assist the County in meeting program deadlines
- Support water conservation planning and reporting requirements
- Provide certification of environmental compliance

8.10 Governing Law

The agreement shall be governed by and construed in accordance with the laws of the State of Texas. The agreement shall incorporate the scope of services described in this RFQ and shall include all provisions necessary to ensure compliance with TWDB requirements and protection of the County's interests. The Engineer shall be required to execute the agreement prior to commencement of services.

9. TERMS AND CONDITIONS

The County reserves the right to reject submissions and request clarification. This RFQ does not obligate contract award. These terms and conditions shall be incorporated into any agreement resulting from this RFQ and shall remain in effect throughout the duration of the project unless modified in writing by mutual agreement of the parties. Failure to provide requested information may result in disqualification of the respondent.

9.1 Modification or Withdrawal of SOQs

A respondent may modify or withdraw its SOQ at any time prior to the submission deadline by providing written notice to the County.

After the submission deadline, SOQs may not be modified or withdrawn without the consent of the County.

9.2 Cost of Preparation

All costs incurred by respondents in the preparation and submission of SOQs, including attendance at interviews or presentations, shall be the sole responsibility of the respondent. The County shall not be liable for any such costs.

9.3 No Obligation to Award

This RFQ does not obligate the County to award a contract, to enter into any agreement, or to proceed with any project. The County reserves the right to cancel this RFQ at any time, for any reason, without liability.

10. APPENDICES

Appendix A – CIQ

Appendix B – Insurance

Appendix C – Debarment

Appendix D – Licensure

Appendix E – Checklist

Appendix F- Evaluation Criteria

Appendix G – Insert System for Award Management (SAM)



Appendix A – Conflict of Interest Questionnaire (CIQ)

Respondents shall complete and submit Form CIQ in accordance with Texas Local Government Code Chapter 176. Failure to submit a completed CIQ may result in disqualification.

Appendix B – Insurance Requirements

The selected Engineer shall maintain insurance coverage in amounts acceptable to the County, including but not limited to:

- General Liability Insurance
- Professional Liability Insurance (Errors and Omissions)
- Automobile Liability Insurance
- Workers' Compensation Insurance

Proof of insurance shall be provided prior to execution of a contract and shall be maintained throughout the duration of the project.

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Appendix C – Certification of No Debarment

The respondent shall certify that it is not currently debarred, suspended, or otherwise excluded from participation in federal, state, or local government contracts.

Appendix D – Proof of Licensure

The respondent shall provide proof of registration as a professional engineering firm in the State of Texas and proof that all key personnel hold appropriate professional licenses.

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Appendix E – Proposal Checklist

Respondents shall include a completed checklist verifying that all required components of the SOQ have been included.

APPENDIX F – EVALUATION SCORING SHEET

PRESIDIO COUNTY, TEXAS

REQUEST FOR QUALIFICATIONS (RFQ)

HB500 – TWDB WSIG

PROFESSIONAL ENGINEERING SERVICES

EVALUATION SCORING SHEET

Firm Name: _____

Evaluator Name: _____

Date: _____

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SECTION 1 – SCORING MATRIX

| | Evaluation Category | Max Points | Score | Comments |
|--------------------|---------------------------------------|-------------------|--------------|-----------------|
| 1 | Experience and Qualifications of Firm | 25 | _____ | _____ |
| 2 | Technical Approach & Understanding | 15 | _____ | _____ |
| 3 | Qualifications of Key Personnel | 15 | _____ | _____ |
| 4 | Project Management Capability | 15 | _____ | _____ |
| 5 | TWDB / WSIG Experience | 10 | _____ | _____ |
| 6 | Past Performance / References | 10 | _____ | _____ |
| 7 | Responsiveness to RFQ | 10 | _____ | _____ |
| TOTAL SCORE | 100 | _____ | | |

SECTION 2 – SCORING GUIDANCE

Experience and Qualifications of Firm (0–25 points)

21–25: Extensive experience with similar water infrastructure projects, including TWDB-funded work

16–20: Strong experience with comparable projects

11–15: Moderate relevant experience

6–10: Limited experience

0–5: Minimal or no relevant experience

Technical Approach & Understanding (0–15 points)

13–15: Demonstrates strong understanding of WSIG and TWDB requirements

10–12: Good understanding with minor gaps

7–9: Adequate understanding

4–6: Limited clarity

0–3: Poor or unclear

Qualifications of Key Personnel (0–15 points)

13–15: Highly qualified team with extensive relevant experience

10–12: Well-qualified team

7–9: Adequate qualifications

4–6: Limited experience

0–3: Insufficient qualifications

Project Management Capability (0–15 points)

13–15: Strong management systems and proven track record

10–12: Good capability

7–9: Adequate capability

4–6: Limited ability

0–3: Weak or unclear

TWDB / WSIG Experience (0–10 points)

9–10: Extensive TWDB project experience

7–8: Strong related experience

5–6: Moderate experience

3–4: Limited experience

0–2: No experience

Past Performance / References (0–10 points)

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9–10: Excellent references

7–8: Good references

5–6: Average

3–4: Weak

0–2: Poor or none

Responsiveness to RFQ (0–10 points)

9–10: Complete and well-organized

7–8: Minor omissions

5–6: Adequate

3–4: Major gaps

0–2: Incomplete

SECTION 3 – FINAL RANKING SUMMARY

| Rank | Firm Name | Total Score |
|-------------|------------------|--------------------|
| 1 | _____ | _____ |
| 2 | _____ | _____ |
| 3 | _____ | _____ |

SECTION 4 – COMMITTEE RECOMMENDATION

Recommend Highest Ranked Firm

Recommend Top _____ Firms for Interview

Request Additional Information

Comments / Justification:

Appendix G – Insert System for Award Management (SAM)

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