

Evaluation of Competitive Procurement - Non-Construction Services

☐ **Administrative Services**
(Request for Proposals)

☐ **Engineering Services**
(Request for Qualifications)

☐ **Other Services**

RFP / RFQ

Applicant Community:						
Evaluation Team: (at least three <u>persons</u> required, including one local official)	Name of Evaluator		Title			
Description of Anticipated Project:						
Date Solicitation Sent:						
Responses received:	Name of Firm		Date Response Received			
Evaluation of Proposals:	Enter for each criterion and proposal: - Points awarded (if scoring was used), or - Evaluation such as Highly Advantageous (H), Advantageous (A), Not Advantageous (N), or Unacceptable (U).					
Name of Firm	Experience	Prior Work Performance	Capacity to Perform	Other	Other	Notes
Firm Recommended:						
Firm Selected:						
	* If Firm Selected differs from Firm recommended by Evaluators, provide explanation					
Conflict of Interest Evaluated by:	☐ No conflicts of interest exist. No persons exercising any functions or responsibilities with respect to TxCDBG activities, including reviewing these proposals or performing any work required to meet the National Program Objective of the TxCDBG grant, have been found to have any financial interest for themselves or their family/business ties to the firm selected.					
Date Awarded by Governing Body:						
Signature of Lead Evaluator:						