

Exhibit A

Request for Proposals Process Matrix

**Operation and Maintenance of
County Maintained Small Water Systems**

County of San Mateo Department of Public Works

1.	General Description of RFP	Provide operation and maintenance of domestic water treatment plants and distribution systems at CSA 7 and domestic wells, supply lines, storage tanks, pump house, and distribution system at CSA 11
2.	List key evaluation criteria	Comparable firm experience, quality of firm and key staff, quality of experience of lead personnel, understanding of project requirements, project management, budget/financial controls, and schedules/timing.
3.	Where advertised	Advertised in the newspaper, information was posted on the Department's website, engaged CSA 7 and 11 customers were informed of the solicitation, and the County's eProcurement system was used for the RFP process.
4.	In addition to any advertisement, list others to whom RFP was sent	Notifications with the link to download the RFP from the County's eProcurement system through the a Department website were sent via electronic mails to individuals who had expressed interest in performing similar services for the County. Eight (8) vendors including plan rooms downloaded the RFP.
5.	Number of proposals received	Two (2) firm submitted proposals.
6.	Who evaluated the proposals	Representatives from the Department of Public Works
7.	Cost comparison – proposers listed in alphabetic order	5-Year Term Contract Total: 1) Bracewell Engineering, Inc. Total: \$ 990,000 2) Natural System Utilities CA, Inc. Total: \$1,490,770
8.	Proposer recommended for service agreement	Bracewell Engineering Inc. 155 Mast St., Unit 5 Morgan Hill, CA 95037