

Architect / Engineer Selection Rating Form

Project Name: Crosby Elementary School		Firm Name:	
		City / State / Zip:	
Selection Criteria		Value	Score
1. Primary Firm Location, Workload, and Size (10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50-100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded in previous 24 months	Less than \$10,000,000	2	
	\$10,000,000 to \$50,000,000	1	
	More than \$50,000,000	0	
c. Number of licensed professionals	Less than 5 professionals	1	
	5-10 professionals	2	
	More than 10 professionals	3	
2. Primary Firm Qualifications (30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0-10	
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0-5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0-5	
d. Construction administration staff	Experience / ability of field representatives to identify and solve issues during construction	0-10	
3. Key Consultant Qualifications (10 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0-10	
4. Overall Team Qualifications (20 points)			
a. Previous team collaboration	Less than 3 sample projects	1	
	3 to 6 sample projects	3	
	More than 6 sample projects	5	
b. LEED Registered / Certified project experience	Registered projects	2	
	Certified projects	5	
c. BIM Project Experience	Training and knowledge	2	
	Direct project experience	5	
d. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0-5	
5. Overall Team Experience (30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0-10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0-3	
	3 to 6 projects	4-6	
	More than 6 projects	7-10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0-5	
d. Knowledge of Ohio Capital Improvement Process	Less than 3 projects	0-1	
	3 to 6 projects	2-3	
	More than 6 projects	4-5	
		Subtotal:	

Notes:

Evaluator:

Signature:

Date: