|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Firm Name | Architect/Engineer's Firm Name Here | | | | | |  | Date | |  |
| Project Name |  | | | | | |  | Project Number | |  |
| Services Rated: | A/E | CMA | CMR | DB | Contractor | | | Other |  | |
| Phase Rated | Pre-construction (planning, design and bidding) | | | | | Construction (construction and closeout) | | | | |

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| **Performance Dimensions** | | | | | | **Value** | **Score** |
| **1.** **Proficiency / Expertise** (Maximum 25 points) | | | | | | | |
| 1. Team Commitment | | Fulfilled commitment to maintain proposed team\* for duration of project (including EDGE) | | | | 0 - 5 |  |
| 1. Team Experience | | Experience, dedication and effectiveness of staff and field representatives | | | | 0 – 5 |  |
| 1. Leadership | | Effectiveness of leading and managing team | | | | 0 – 5 |  |
| 1. Knowledge | | Knowledge of Owner and Contracting Authority policies and procedures and scope of work | | | | 0 – 5 |  |
| 1. Technology | | Experience, creativity and effective use of technology | | | | 0 – 5 |  |
| **2. Process Facilitation** (Maximum 20 points) | | | | | | | |
| 1. Problem solving / Decision Making | | Provided effective and creative problem solving and fair decision making | | | | 0 – 5 |  |
| 1. Timeliness | | Responded and provided feedback to all stakeholders in a timely manner | | | | 0 – 5 |  |
| 1. Documentation | | Provided effective and thorough information / documentation throughout all phases of the project | | | | 0 – 5 |  |
| 1. Responsiveness / Follow-through | | Cooperated and performed responsibilities throughout all phases of the project | | | | 0 – 5 |  |
| **3. Communication / Partnering** (Maximum 20 points) | | | | | | | |
| 1. Owner / Contracting Authority | | Effectiveness in communicating and maintaining relationships with Owner and/or Contracting Authority representatives | | | | 0 – 5 |  |
| 1. Design Team / Consultants | | Effectiveness in communicating and maintaining relationships with the design staff and consultants of the project | | | | 0 – 5 |  |
| 1. Contractors / Field Staff | | Effectiveness in communicating and maintaining relationships with the contractors and field staff | | | | 0 – 5 |  |
| 1. Overall Team / Stakeholders | | Effectiveness in working with and maintaining relationships with all team members and other stakeholders of the project | | | | 0 – 5 |  |
| **4. Project management** (Maximum 35 points) | | | | | | | |
| 1. Scope Management | | Identified, incorporated, tracked and managed changes within the project | | | | 0 – 5 |  |
| 1. Schedule Management | | Effectively developed and managed a realistic project schedule and completed deliverables on time | | | | 0 – 5 |  |
| 1. Budget Management | | Provided valuable input, assistance, accuracy, tracking / reporting and leadership to manage project on budget | | | | 0 – 5 |  |
| 1. Quality Management | | Ensured quality design / construction and deliverables through demonstrated QA/QC processes | | | | 0 – 5 |  |
| 1. Risk Management | | Provided thorough guidance, notification and effective action in managing / balancing project risks | | | | 0 – 5 |  |
| 1. Closeout Management | | Effectiveness, timeliness and quality of punch list, record drawings and overall closeout activities | | | | 0 – 5 |  |
| 1. Overall Project Management | | Delivered effective overall project management and administration for the duration of the project | | | | 0 – 5 |  |
|  | | | | | | | |
|  | | | | | | **Total** |  |
| **Based on this evaluation, would you recommend this firm for comparable work in the future?**  Yes  No | | | | | | | | |
| If No, please state reason(s) on next page. | | | | | | | | |
|  | | | | | | | | |
| Evaluator Name | Contractor Staff Name Here | |  | Signature |  | | | |
| Evaluator Organization | Contractor's Company Name Here | |  | Date |  | | | |

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| **Use the space below to provide comments regarding the firm’s performance or the quality of deliverables. List specific team members if relevant.** *(attach additional pages if needed)* |
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