

City of Salida

CONSULTANT EVALUATION

Project: U.S. Highway 50 Enhancement Project

Selection Committee Member: _____

Consultant: _____

Award 1 to 5 points for each category according to the following:

- 1 unsatisfactory
- 2 satisfactory minus
- 3 satisfactory
- 4 satisfactory plus
- 5 superior

Weight values for each category are as indicated. Score = points x weight. See "Preparation Instructions" for specific factors to consider under each category.

SECTION 1 – STATEMENT OF INTEREST

<u>project team</u>	points	weight	score
	_____	<u>10</u>	_____

- 1) Qualifications and ability of professional personnel (Show years of experience and similar project experience)
- 2) Experience on similar projects as a team
- 3) Commitment of key members

comments/notes: _____

<u>firm capability</u>	points	weight	score
	_____	<u>10</u>	_____

- 1) Firm's size, organizational structure and flexibility
- 2) Production facilities and key capabilities such as CADD, MOSS, etc.
- 3) Firm's technical disciplines and the capabilities of sub-consultants included on the team

comments/notes: _____

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<u>past performance on similar projects/similar teams</u>	points	weight	score
	_____	<u>10</u>	_____

- 1) Demonstrated ability to control costs
- 2) Demonstrated ability to do quality work
- 3) Demonstrated ability to meet schedule

comments/notes: _____

<u>work location</u>	points	weight	score
	_____	<u>5</u>	_____

- 1) Team's work location relative to the project location
- 2) Accessibility of the project team for coordination with the CDOT Project Manager and project location

comments/notes: _____

SUB-TOTAL SCORE SECTION 1 _____

SECTION 2 – WORK PLAN

project goals	points	weight	score
	_____	<u>10</u>	_____

- 1) Firm demonstrated clear understanding of the project goals
- 2) A list of deliverables required on the project
- 3) For non-project specific contracts use a hypothetical project.

comments/notes: _____

project control	points	weight	score
	_____	<u>10</u>	_____

- 1) Cost Control: 1) Controlling the consultant contract costs
- 2) Controlling the construction costs (if relevant) to stay within budget
- 2) Quality Control: 1) Insuring that CDOT procedures are followed where appropriate
- 2) Insuring that project plans, specs. and estimates are free of errors and meet CDOT & other agency Stds.
- 3) Schedule: 1) Managing the required work to meet the established schedule
- 2) A detailed work hour schedule should NOT be included

comments/notes: _____

<u>project concept</u>	points	weight	score
	_____	<u>10</u>	_____

- 1) Has the firm formulated a successful approach to the project?
- 2) Where appropriate, are possible design alternates suggested?
- 3) Where appropriate, have you exhibited a sensitivity to the general public concerns?
- 4) Has the firm demonstrated a clear and concise understanding of the project based on the data which has been provided?

comments/notes: _____

<u>project critical issues</u>	points	weight	score
	_____	<u>10</u>	_____

- 1) Are the major problem identified?
- 2) Are the discussed problems significant?
- 3) Are possible solutions reasonable?

comments/notes: _____

SUB-TOTAL SCORE – SECTION 2 _____

TOTAL SCORE – SECTION 1 + SECTION 2 _____