PROPOSAL EVALUATION

ARCHITECTURAL/ENGINEERING SERVICES RFP# _____

VIRGINIA COMMONWEALTH UNIVERSITY - Project Name & Project Number

INSTRUCTIONS
Rate each firm according to the information contained in their proposal using the given value range for each area.

	DATE: Evaluator: SHEET 1 OF 2 Evaluation Criteria	FIRMS											
		Firm #1	Firm #2	Firm #3	Firm #4	Firm #5	Firm #6	Firm #7	Firm #8	Firm #9	Firm #10	Firm #11	Firm #12
15	Qualifications and experience of the A/E's project manager to be assigned to this project.												
10	Expertise, experience and qualifications of the A/E's proposed consultants.												
25	Expertise and past experience of the A/E in providing services on projects of similar size, scope and features as those required on this project, including experience with sustainable projects involving LEED certification.												
15	A/E's experience in providing services in conformance to the State's Construction and Capital Outlay procedures including Codes, Standards, Accessibility and Building Efficiency.												
5	Geographic location of the A/E's office where work will be performed in relation to the project location												
5	Size of the firm relative to the size of the project, current and projected workload and ability to complete the work in a timely manner.												
10	A/E's recent (past 5 years) experience / history in designing projects within an established "Design-not-to-exceed" budget.												
5	Financial Responsibility as evidenced by the A/E's carrying Professional Liability Insurance.												
10	Use of small businesses and businesses owned by women and minorities as consultants, subcontractors, suppliers or support services.												
100	**TOTAL**												

PROPOSAL EVALUATION

ARCHITECTURAL/ENGINEERING SERVICES RFP# _____

VIRGINIA COMMONWEALTH UNIVERSITY - Project Name & Project Number

INSTRUCTIONS
Rate each firm according to the information contained in their proposal using the given value range for each area.

DATE: Evaluator:

SHEET 2 OF 2

	Evaluation Criteria	FIRMS											
		Firm #13	Firm #14	Firm #15	Firm #16	Firm #17	Firm #18	Firm #19	Firm #20	Firm #21	Firm #22	Firm #23	Firm #24
15	Qualifications and experience of the A/E's project manager to be assigned to this project.												
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