

# SAMPLE SCREENING EVALUATION

## Evaluation Criteria

Criteria Element	0.2	0.5	0.8	1.0	Wt.	Score
<b>I. Project Team.</b> Qualifications and relevant individual experience. Unique knowledge of key members relevant to project. Time commitment of key members to project. Team experience on similar project. Principal level involvement in project.						
<b>II. Design Management/Organization.</b> Team organization. Project management plan. Coordination of various disciplines. How will project scope be controlled. Production facilities within geographic area. Project schedule maintenance. Demonstrated ability to meet budget requirements. Cost control methods. Responsible person. Change order history on similar projects. Realistic priority of project within firm. Production techniques.						
<b>III. Design Ability/Potential.</b> Firm's perception of design opportunities in project. Maximize design opportunities within constraints of project location. Sensitivity to existing building characteristics. Approach to maximize energy conservation opportunities. Awareness of problems in renovation. Comprehension of design requirements. (Client needs) Maximize quality within value analysis. Maximize net-to-gross space utilization. Simplicity in design, yet aesthetically pleasing.						
<b>IV. Demonstrated Design Experience.</b> Demonstrated capability on similar project. Fire safety, physically handicapped, environmental and safety standards. Value analysis, energy conservation, and life-cycle cost analysis. (Construction, maintenance, etc.) Historic preservation. Past performance on GSA projects or other governmental groups as well as private projects. (Reference check) Design integrity of past projects.						
<b>V. Special.</b> Demonstrated sensitivity to community involvement in planning process. Knowledge of local labor and material market. Familiarity with environmental quality parameters. Familiarity with cooperative use of buildings.						

**TOTAL**

**100 =**

**Scoring Key:** 0.2 = Marginal; 0.5 = Acceptable; 0.8 = Exceeds Acceptable; 1.0 = Outstanding; Score = Rating x Wt.