**Attachment IV**

**Evaluation Criteria Forms**

**Team Experience and Qualifications**

*When answering the questions below, use only the space provided in this form, unless otherwise indicated. If all fields are not completed, the Respondent is at risk for being rejected due to non-responsiveness. It is not acceptable to indicate “see attached” on this form.*

3) Using the table, describe the role of the Respondent and the proposed subconsultant(s) for this project.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Respondent’s Role and Proposed Subconsultant(s) Role on this Project**  ***(e.g., tunneling, open cut pipeline design, hydraulic modeling, structural engineering, geotechnical engineering, utility coordination, archaeological and environmental services, survey, SUE, real estate, cost estimating, etc.)*** | **Respondent** | **Sub 1:** | **Sub 2:** | **Sub 3:** | **Sub 4:** | **Sub 5:** | **Sub 6:** | **Sub 7:** | **Sub 8:** | **Sub 9:** | **Sub 10:** |
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**Evaluation Criteria Forms**

*(continued)*

**Similar Projects and Past Performance**

* 1. Complete the table provided within the Evaluation Criteria forms. Identify five (5) relevant projects, of similar size, scope, and complexity to the projects identified within this RFQ that were **COMPLETED** within the past five (5) years. Identify Key Personnel, who are part of the proposed team, and their roles and responsibilities on projects listed. Key Personnel shall have participated in at least three (3) of the five (5) projects listed. The proposed Project Manager shall have participated in at least two (2) of the five (5) projects. A minimum of three (3) of the project identified have been performed by the Respondent. A maximum of two (2) of the projects identified may have been performed by a subconsultant.

|  |  |
| --- | --- |
| **Project #1 Name:** |  |
| Utility Owner (name, city, and state): |  |
| Utility Representative name, title, and **current** contact information (phone and email): | John Doe  Engineering Manager  (XXX) XXX-XXXX  John.Doe@XXXXX.org |
| Design Contract NTP: |  |
| Design Duration in months (from Contract award to award of Construction Contract): |  |
| Construction Contract NTP |  |
| Construction Duration in months (from NTP to Final Completion): |  |
| Construction Contract Value: |  |
| Project Description: |  |
| Key Personnel (to include personnel titles and specific project tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Evaluation Criteria Forms**

*(continued)*

**Similar Projects and Past Performance**

|  |  |
| --- | --- |
| **Project #2 Name:** |  |
| Utility Owner (name, city, and state): |  |
| Utility Representative name, title, and **current** contact information (phone and email): | John Doe  Engineering Manager  (XXX) XXX-XXXX  John.Doe@XXXXX.org |
| Design Contract NTP: |  |
| Design Duration in months (from Contract award to award of Construction Contract): |  |
| Construction Contract NTP |  |
| Construction Duration in months (from NTP to Final Completion): |  |
| Construction Contract Value: |  |
| Project Description: |  |
| Key Personnel (to include personnel titles and specific project tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Evaluation Criteria Forms**

*(continued)*

**Similar Projects and Past Performance**

|  |  |
| --- | --- |
| **Project #3 Name:** |  |
| Utility Owner (name, city, and state): |  |
| Utility Representative name, title, and **current** contact information (phone and email): | John Doe  Engineering Manager  (XXX) XXX-XXXX  John.Doe@XXXXX.org |
| Design Contract NTP: |  |
| Design Duration in months (from Contract award to award of Construction Contract): |  |
| Construction Contract NTP |  |
| Construction Duration in months (from NTP to Final Completion): |  |
| Construction Contract Value: |  |
| Project Description: |  |
| Key Personnel (to include personnel titles and specific project tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Evaluation Criteria Forms**

*(continued)*

**Similar Projects and Past Performance**

|  |  |
| --- | --- |
| **Project #4 Name:** |  |
| Utility Owner (name, city, and state): |  |
| Utility Representative name, title, and **current** contact information (phone and email): | John Doe  Engineering Manager  (XXX) XXX-XXXX  John.Doe@XXXXX.org |
| Design Contract NTP: |  |
| Design Duration in months (from Contract award to award of Construction Contract): |  |
| Construction Contract NTP |  |
| Construction Duration in months (from NTP to Final Completion): |  |
| Construction Contract Value: |  |
| Project Description: |  |
| Key Personnel (to include personnel titles and specific project tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Evaluation Criteria Forms**

*(continued)*

**Similar Projects and Past Performance**

|  |  |
| --- | --- |
| **Project #5 Name:** |  |
| Utility Owner (name, city, and state): |  |
| Utility Representative name, title, and **current** contact information (phone and email): | John Doe  Engineering Manager  (XXX) XXX-XXXX  John.Doe@XXXXX.org |
| Design Contract NTP: |  |
| Design Duration in months (from Contract award to award of Construction Contract): |  |
| Construction Contract NTP |  |
| Construction Duration in months (from NTP to Final Completion): |  |
| Construction Contract Value: |  |
| Project Description: |  |
| Key Personnel (to include personnel titles and specific project tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Evaluation Criteria Forms**

*(continued)*

**Similar Projects and Past Performance**

**OPCC Table**

1. Using the table within the Evaluation Criteria form, provide project cost information for the five (5) projects submitted in **Section 1)** of **this** evaluation criteria, as well as three (3) additional and similar projects, as it relates to the accuracy of the Opinions of Probable Construction Cost (OPCC), comparing the final 100% Design phase estimate to approved construction contract awards.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Name** | **Final Engineer’s Estimate (100% OPCC)** | **Low Responsible Bidder – Contract Award** | **Percent Difference between OPCC and Low Bid** | **Number of Bidders** | **Average of All Other Bids** | **Total Value of All Change Orders** | **Change Orders as % of Contract Award** |
| Project 1 | $ | $ | % | # | $ | $ | % |
| Project 2 | $ | $ | % | # | $ | $ | % |
| Project 3 | $ | $ | % | # | $ | $ | % |
| Project 4 | $ | $ | % | # | $ | $ | % |
| Project 5 | $ | $ | % | # | $ | $ | % |
| Project 6 | $ | $ | % | # | $ | $ | % |
| Project 7 | $ | $ | % | # | $ | $ | % |
| Project 8 | $ | $ | % | # | $ | $ | % |