**Attachment III**

**Evaluation Criteria Forms**

**Team Experience and Qualifications**

*When filling out the form 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.*

Using the table, describe the role of the Respondent and the proposed Subconsultants for this Project.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Respondent’s and Proposed Sub-consultants Role on this Project**  ***(e.g., tunneling, open cut pipeline design, hydraulic modeling, 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:** |
|  |  |  |  |  |  |  |  |  |  |
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**Attachment III**

**Evaluation Criteria Forms**

*(continued)*

**Team Experience and Qualifications**

*When filling out the form 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.*

Using the table, provide availability, percent of time committed to the Project for the duration of the Project, of Respondent’s Key Personnel, as well as Key Personnel from Key Sub-consultants.

|  |  |  |  |
| --- | --- | --- | --- |
| **Proposed Key Personnel (Name and Employer)** | **Geographic Location** | **% Time Committed** | **Years of Experience in Key Role** |
|  |  |  |  |
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**Attachment III**

**Evaluation Criteria Forms**

*(continued)*

**Similar Projects and Past Performance**

*When filling out the forms 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.*

List five (5) relevant projects of similar size, scope, and complexity to the Project in this RFQ that were **completed** within the last ten (10) years in which Respondent has performed services similar to those sought in this RFQ. A minimum of three (3) of the five (5) projects shall have been performed by the Respondent. A maximum of two (2) of the five (5) projects may be performed by a Key Sub-consultant. The proposed PM shall be an employee of the Respondent. The proposed PM shall have participated in at least two (2) of the five (5) projects. Technical Lead(s) shall have participated in at least one (1) of the five (5) projects submitted. Key Personnel shall have participated in at least two (2) of the five (5) projects.

|  |  |
| --- | --- |
| **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: |  |
| Detailed Project Description: |  |
| Provide an explanation for how this project is similar to the Project within this RFQ |  |
| Key Personnel (to include Personnel Titles and Specific Project Tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Attachment III**

**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](mailto: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: |  |
| Detailed Project Description: |  |
| Provide an explanation for how this project is similar to the Project within this RFQ |  |
| Key Personnel (to include Personnel Titles and Specific Project Tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Attachment III**

**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: |  |
| Detailed Project Description: |  |
| Provide an explanation for how this project is similar to the Project within this RFQ |  |
| Key Personnel (to include Personnel Titles and Specific Project Tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Attachment III**

**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](mailto: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: |  |
| Detailed Project Description: |  |
| Provide an explanation for how this project is similar to the Project within this RFQ |  |
| Key Personnel (to include Personnel Titles and Specific Project Tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Attachment III**

**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: |  |
| Detailed Project Description: |  |
| Provide an explanation for how this project is similar to the Project within this RFQ |  |
| Key Personnel (to include Personnel Titles and Specific Project Tasks). |  |
| Total Number of Change Orders and Number of Owner-requested Change Orders: |  |

**Attachment III**

**Evaluation Criteria Forms**

*(continued)*

**Similar Projects and Past Performance**

**OPCC Table**

Using the table below, provide project cost information for the five (5) projects submitted in Similar Projects and Past Performance section of the **Attachment II Evaluation Criteria Details and Requirements**, as it relates to the accuracy of the OPCC, comparing the Engineer’s 100% Design estimate to approved construction contract awards.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Name** | **Final  Estimate (100% OPCC)** | **Low Responsible Bidder – Contract Award Value** | **% 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 | $ | $ | % | # | $ | $ | % |