

CONSULTANT INTERVIEW RATING FORM

for
Broadway Retail Corridor Specific Plan and EIR

NAME OF FIRM AND PROJECT MANAGER: _____ DATE: _____

INTERVIEWER: _____
(Printed Name) (Signature)

EVALUATION CRITERIA	POINTS ASSIGNED (0-100)	x	WEIGHTED FACTOR	=	WEIGHTED SCORE
1. <u>Overall Understanding of the Management of the Project.</u> Understanding of the scope, complexities and issues of the project. Adequacy of proposed methods and procedures for controlling cost, schedules and quality.	_____	X	15%	=	_____
2. <u>Qualifications of Project Manager.</u> Ability to relate to the interviewers and gain their confidence. Leadership, communication and technical skills. Technical qualifications. Experience in managing this size and type project. Full commitment to the project.	_____	X	15%	=	_____
3. <u>Cohesiveness and Appropriateness of Project Team and Organization.</u> Is the team complete? Is team appropriate for the scope of the project? Has the team worked together before? Will the City staff be able to manage and work with them? Does the consultant have appropriate credentials or education for its role?	_____	X	10%	=	_____
4. <u>Understanding of the Design of the Project.</u> Understanding or program requirements, scope complexities and issues of the project, including interfacing with regulatory agencies, and the City.	_____	X	25%	=	0
5. <u>Demonstrated Relevant Experience.</u> Extent and type of previous participation on similar projects. Graphic examples of similar projects.	_____	X	15%	=	_____
6. <u>Quality and Completeness of Presentation.</u> Did project manager have lead role? Did they present information in a knowledgeable, clear and concise manner?	_____	X	10%	=	_____
7. <u>Responsiveness to Questions.</u> Are answers knowledgeable, clear, concise, and to the point?	_____	X	10%	=	_____

Scoring Guidelines:

Excellent:	90 to 100 points
Above Average:	80 to 89 points
Average:	70 to 79 points
Fair:	60 to 69 points
Poor:	50 to 59 points
Unacceptable:	0 to 49 points

TOTAL WEIGHTED SCORE (TWS)	_____
PREFERENCE POINTS (LBE) :	_____
GRAND TOTAL:	_____