

EVALUATION SCORE SHEET FOR SELECTION OF ARCHITECT

Name of Project: Port Authority of Allen County Board of Directors – Memorial Hall Project

Date: _____

Criteria*		Points Possible	[Firm Name]	[Firm Name]	[Firm Name]
1	Firm's History	5			
2	Education & Technical Training/Experience	15			
3	Workload (availability of the firm and personnel assigned to the Project team)	10			
4	Proposed Schedule /Coordination of Design & Construction	5			
5	Past Performance based on References	10			
6	Past Performance with Owner	10			
7	Proximity to the Site	5			
8	Procedures for/Experience with Project Estimates and Budget	10			
9	Unique Qualities and/or Expertise	5			
10	Professional Liability Insurance Coverage & Claims History	5			
11	Construction Phase Services	5			
12	Proposed Modifications to Agreement Terms	15			
TOTAL		100			

*Based upon ORC Section 153.65 and the RFQ

Based on the foregoing evaluation, in accordance with ORC Section 153.69(A) and (B), the Evaluation Committee recommends selection and ranking of the top three firms, in rank order, which it considers to be the "most qualified" to provide the required professional design services (except when there are fewer than three qualified firms available, in which case only those qualified firms are noted), as follows: 1) _____, 2) _____, and 3) _____. The Evaluation Committee recommends negotiating a contract with the firm ranked first to serve as the Design Professional for the Project.

Signed by the Evaluation Committee Chair, _____, on behalf of the Committee.

Evaluation Committee Chair