

RETAINER CONTRACT EVALUATION FACTORS FOR SELECTING AN ENGINEERING FIRM

| | Factors to be considered in determining the most appropriate & qualified engineering firm for a particular category are as follows: | Point Values | |
|----|--|---------------------|--|
| A. | Experience of the engineering firm in performing specific services related to the project and their performance on comparable jobs. | (0-25) | |
| B. | Professional reputation of the engineering firm is a prime consideration; the reputation character of a firm can be determined by inquires with previous clients & other references. | (0-10) | |
| C. | Quality of workmanship & performance of the engineer firm; this may be determined by responsiveness to project paperwork, submittal of final documents & other references. | (0-10) | |
| D. | Qualifications & experience of principals of the engineering firm & of the project director & key staff engineers nominated for the projects | (0-25) | |
| E. | Depending on the nature of the project, the location of the engineering firm with respect to the project site may be important. | (0-10) | |
| F. | Familiarity of the engineering firm with applicable federal, state & local regulations, criteria standards & procedures with respect to construction engineering inspection/surveying services | (0-15) | |
| G. | Other | (0-5) | |
| | TOTAL | █ | |

NOTE: Consultant firms are ranked based upon the submittal of Form 925 for the specified category.