Negotiations

In the subject line above input Negotiations Professional Evaluation		
	General Scoring Guidance	
	e of 1 indicates the professional did not satisfactory meet expectations as related to the subject matter of the evaluation criteria.	
	ore of 3 indicates the Professional did satisfactorily meet expectations as related to the subject matter of the evaluation criteria	
A score	of 5 indicates the Professional performed over and above expectations as related to the subject matter of the evaluation criteria	
5 62.4	A score of 1 or 5 requires a written comment explaining the score.	
For a score of 3, the rec	quired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score.	
	essional is expected to meet the schedule established with the DPM during the negotiations phone call. Milestones met should include such item ocess and proposal and resubmission of the PSANS if changes are required. A small deviation of +/- 3 days should still be considered acceptable.	
1. Timeliness - Has the	1 - Didn't meet schedule	
Professional met the established Negotiations schedule?:	3 - Met schedule (within + or - 3 days)	-
Negotiations schedule::	5 - Ahead of schedule	- 11
* Timeliness Rating:	Please select an option 🗸	
inneliness kaung:	- Please select an option +	
* Timeliness Comment:		
		/
complete the PSAN	sional is expected to submit a Proposal that is clear, concise, and includes all of the required information. The Professional is also expected to und NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable.	lerstand and
		erstand and
complete the PSAN 2. Quality - Was the	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional)	A
complete the PSAN 2. Quality - Was the proposal/process complete?: * Quality Rating:	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional)	A
complete the PSAN 2. Quality - Was the proposal/process complete?:	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional)	A
complete the PSAN 2. Quality - Was the proposal/process complete?: * Quality Rating:	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional)	A
complete the PSAN 2. Quality - Was the proposal/process complete?: * Quality Rating: * Quality Comment:	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional)	•
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complete the PSAN 2. Quality - Was the proposal/process complete?: * Quality Rating: * Quality Comment: egotiations Scoring Guidance: The I 3. Negotiations - Was the Professional willing to discuss	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional) Please select an option v Professional is expected to submit a reasonable fee and be willing to negotiate with the DPM or be able to justify the amount based on the descr 1 - Not willing to discuss 3 - Willing to discuss	•
complete the PSAN 2. Quality - Was the proposal/process complete?: * Quality Rating: * Quality Comment: egotiations Scoring Guidance: The 3. Negotiations - Was the	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 Unsatisfactory (Sent back to Professional more than twice) 3 Satisfactory (Sent once or twice back to Professional) 5 Excellent (Moved forward without being sent back to the Professional) Please select an option Professional is expected to submit a reasonable fee and be willing to negotiate with the DPM or be able to justify the amount based on the descr scope.) 1	•
complete the PSAN 2. Quality - Was the proposal/process complete?: * Quality Rating: * Quality Comment: egotiations Scoring Guidance: The I 3. Negotiations - Was the Professional willing to discuss	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional) Please select an option v Professional is expected to submit a reasonable fee and be willing to negotiate with the DPM or be able to justify the amount based on the descr 1 - Not willing to discuss 3 - Willing to discuss	•
complete the PSAN 2. Quality - Was the proposal/process complete?:	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional) Please select an option ▼ Professional is expected to submit a reasonable fee and be willing to negotiate with the DPM or be able to justify the amount based on the descr 1 - Not willing to discuss 3 - Wrilling to discuss 5 - No discussion required	•
complete the PSAN 2. Quality - Was the proposal/process complete?: * Quality Rating: * Quality Comment: egotiations Scoring Guidance: The I 3. Negotiations - Was the Professional willing to discuss their fee and services?:	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional) Please select an option ▼ Professional is expected to submit a reasonable fee and be willing to negotiate with the DPM or be able to justify the amount based on the descr 1 - Not willing to discuss 3 - Wrilling to discuss 5 - No discussion required	•
complete the PSAN 2. Quality - Was the proposal/process complete?:	NS correctly. Having to make changes to the Proposal or to the PSANS fields no more than two times should still be considered acceptable. 1 - Unsatisfactory (Sent back to Professional more than twice) 3 - Satisfactory (Sent once or twice back to Professional) 5 - Excellent (Moved forward without being sent back to the Professional) Please select an option ▼ Professional is expected to submit a reasonable fee and be willing to negotiate with the DPM or be able to justify the amount based on the descr 1 - Not willing to discuss 3 - Wrilling to discuss 5 - No discussion required	•

Design Development or 50% Design Complete

Design Development	ign Development	
	In the subject line above input Design Development of 50% Design Professional Evaluation	
	General Scoring Guidance	
A scor	of 1 indicates the professional did not satisfactory meet expectations as related to the subject matter of the evaluation criteria. re of 3 indicates the Professional did satisfactorily meet expectations as related to the subject matter of the evaluation criteria of 5 indicates the Professional performed over and above expectations as related to the subject matter of the evaluation criteria A score of 1 or 5 requires a written comment explaining the score.	
For a score of 3, the req	A score of 1 or 5 requires a written comment explaining the score. uired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score.	
Revision Request process in e-Builde	essional is expected to to adhere to the design schedule established with the DPM at the beginning of the project or as modified with a Professional Schedule er. Milestones met should include such items as design submissions, work orders, permit and approval applications, utility service confirmations/agreement nation, monthly progress reports, meeting minutes, etc. A small deviation of +/- 3 days should still be considered acceptable.	
1. Timeliness - Is the Professional meeting the committed to Design schedule?:	1 - Behind Schedule 3 - On Schedule (within + or - 3 days) 5 - Ahead of schedule	
* Timeliness Rating:	Please select an option 💙	
* Timeliness Comment:		
Statement and/or Agreement	ional's design is expected to meet the Conditions of Satisfaction established in the PDS or the Client Agency's project goals described in the Project Program Attachment 1. A Professional's design that goes above and beyond the Conditions of Satisfaction or project goals should be considered exceptional.	
 Quality - Is the Professional meeting the Conditions of Satisfaction and/or project 	1 - Not meeting all conditions/project goals 3 - Meeting all conditions/project goals 5 - Exceeding conditions/project goals (providing additional value)	
goals?: * Quality Rating:	Please select an option 💙	
* Quality Comment:		
Invoices Scoring Guidance: The Profess	ional is expected to correctly submit all invoices, including both basic services and work orders, in e-Builder. Having to return more than 10% of these invoices should be considered unacceptable.	
3. Invoices - What percentage of Professional invoices were incorrect and required revision?:	1 - Over 10% required revision 3 - 10% and under required revision 5 - 0% required revision	
* Invoices Rating:	Please select an option 💙	
* Invoices Comment:		
	consist expected to design to the budget. If this is a typical project, they should be designing to the guidelines included in the PPM. If this is a Lean project, they try cost estimator to meet the established Target Value. Note, in rare situations when Base Bid #1 must be less than 90% and this is outside the control of the Professional, this should be considered acceptable.	
 Budget - Has the Professional controlled cost and optimized the budget?: 	1 - Base Bid #1 is less than 90% or over 95% of current construction budget or More than 2% over or under the Target Value 3 - Base Bid #1 is between 90% - 95% of current construction budget or Within 2% of the Target Value	
* Budget Rating:	Please select an option 💙	
* Budget Comment:		
	he Professional is expected to clearly and satisfactorily communicate in a timely fashion with all project stakeholders. Communication should include, but not ted to, written correspondence, verbal interaction at meetings and conference calls, graphics, meeting minutes, and reports.	
5. Communication - How is the	1 - Unsatisfactory	
Professional's communication with project stakeholders? (Responsiveness, Promptness, Clarity.):	3 - Satisfactory 5 - Excellent	
* Communications Rating:	Please select an option 🗸	
* Communications Comment:		

	e: The Professional is expected to present design options and alternatives as needed at the appropriate times during design. This could include design options ented during the Programming/Schematic Design phase and/or design alternatives proposed to keep the design on budget.
6. Sufficient Alternatives - Did the Professional provide options/alternatives for evaluation?:	1 - No options/alternatives where provided 3 - Sufficient options/alternatives where provided 5 - Innovative options/alternatives where provided
* Sufficient Alternatives Rating:	Please select an option 💙
* Sufficient Alternatives Comment:	
	oring Guidance: The Professional is expected to read, understand, and be in general compliance with the guidelines, policies, and procedures identified in the ng of the project for Lean project. Having to occasionally correct the Professional or guide them to a certain part of the PPM should be considered acceptable.
7. Project Procedures Manual (Rules) - Did the Professional follow the Project Procedures Manual (Rules)?:	1 - Yes 3 - No
* Project Procedures Manual (Rules) Rating:	Please select an option 🗸
* Project Procedures Manual (Rules) Comment:	
To complete this form hit Post Fe	orm button located on the top of the form, once posted go back into the form and hit Close. All forms will be stored in the Forms Module of the project.

100% Design Complete

100% Design

	In the subject line above input 100% Design Professional Evaluation General Scoring Guidance
	e of 1 indicates the professional did not satisfactory meet expectations as related to the subject matter of the evaluation criteria. ore of 3 indicates the Professional did satisfactorily meet expectations as related to the subject matter of the evaluation criteria
	of 5 indicates the Professional performed over and above expectations as related to the subject matter of the evaluation criteria
	A score of 1 or 5 requires a written comment explaining the score.
For a score of 3, the re	quired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score.
Revision Request process in e-Build	ofessional is expected to adhere to the design schedule established with the DPM at the beginning of the project or as modified with a Professional Schedule der. Milestones met should include such items as design submissions, work orders, permit and approval applications, utility service confirmations/agreement mation, monthly progress reports, meeting minutes, etc. A small deviation of +/- 3 days should still be considered acceptable.
1. Timeliness - Has the Professional met the committed to Design schedule?:	1 - Behind Schedule 3 - On Schedule (within + or - 3 days) 5 - Ahead of schedule
* Timeliness Rating:	Please select an option 💙
* Timeliness Comment:	
	isional's design is expected to meet the Conditions of Satisfaction established in the PDS or the Client Agency's project goals described in the Project Program t Attachment 1. A Professional's design that goes above and beyond the Conditions of Satisfaction or project goals should be considered exceptional.
2. Quality - Has the Professional met the Conditions of	1 - Not met all conditions/project goals
Satisfaction and/or project	3 - Met all conditions/project goals 5 - Exceeded conditions/project goals (provided additional value)
goals?:	
* Quality Rating:	Please select an option 🗸
* Quality Comment:	
Invoices Scoring Guidance: The Profe	sional is expected to correctly submit all invoices, including both basic services and work orders, in e-Builder. Having to return more than 10% of these invoices should be considered unacceptable.
 Invoices - What percentage of Professional invoices were 	1 - Over 10% required revision
incorrect and required revision?:	3 - 10% and under required revision 5 - 0% required revision
* Invoices Rating:	Please select an option 🗸
* Invoices Comment:	
involces comment.	
	ional is expected to design to the budget. If this is a typical project, they should be designing to the guidelines included in the PPM. If this is a Lean project, they arty cost estimator to meet the established Target Value. Note, in rare situations when Base Bid #1 must be less than 90% and this is outside the control of the Professional, this should be considered acceptable.
4. Budget - Has Professional controlled cost and optimized the budget?:	1- Base Bid #1 is less than 90% or over 95% of current construction budget or More than 2% over or under the Target Value 3- Base Bid #1 is between 90% - 95% of current construction budget or Within 2% of the Target Value
* Budget Rating:	Please select an option 🗸
* Budget Comment:	
	The Professional is expected to clearly and satisfactorily communicate in a timely fashion with all project stakeholders. Communication should include, but not ited to, written correspondence, verbal interaction at meetings and conference calls, graphics, meeting minutes, and reports.
5. Communication - How is the Professional's communication	1 - Unsatisfactory
with project stakeholders?	3 - Satisfactory 5 - Excellent
(Responsiveness, Promptness, Clarity):	
* Communications Rating:	Please select an option 🗸
* Communications Comment:	

Sufficient Alternatives - Did the Professional provide	1 - No options/alternatives where provided 3 - Sufficient options/alternatives where provided
options/alternatives for evaluation?:	5 - Innovative options/alternatives where provided
* Sufficient Alternatives Rating:	Please select an option 🗸
* Sufficient Alternatives Comment:	
oject Procedures Manual (Rules) S	
oject Procedures Manual (Rules) S	coring Guidance: The Professional is expected to present design options and alternatives as needed at the appropriate times during design, including des design on budget. If no options or alternatives were required since the last evaluation, provide a score of 3 and explain the score in the comment section 1 - Yes 3 - No
oject Procedures Manual (Rules) S alternatives proposed to keep the 7. Project Procedures Manual (Rules) - Did the Professional follow the Project Procedures	design on budget. If no options or alternatives were required since the last evaluation, provide a score of 3 and explain the score in the comment section

Bid Opening

A score A score of For a score of 3, the requi Estimating Scoring Guidance: The Profe	In the subject line above input Bid Opening Professional Evaluation General Scoring Guidance f1 indicates the professional did not satisfactory meet expectations as related to the subject matter of the evaluation criteria. of 3 indicates the Professional did satisfactorily meet expectations as related to the subject matter of the evaluation criteria f5 indicates the Professional performed over and above expectations as related to the subject matter of the evaluation criteria A score of 1 or 5 requires a written comment explaining the score. ired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score. essional is expected to accurately estimate their design to maximize the budget. Bids that come in over budget or way under budget should be conside
A score A score of For a score of 3, the requi Estimating Scoring Guidance: The Profe	of 3 indicates the Professional did satisfactorily meet expectations as related to the subject matter of the evaluation criteria f5 indicates the Professional performed over and above expectations as related to the subject matter of the evaluation criteria A score of 1 or 5 requires a written comment explaining the score. ired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score.
A score A score of For a score of 3, the requi Estimating Scoring Guidance: The Profe	of 3 indicates the Professional did satisfactorily meet expectations as related to the subject matter of the evaluation criteria f5 indicates the Professional performed over and above expectations as related to the subject matter of the evaluation criteria A score of 1 or 5 requires a written comment explaining the score. ired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score.
A score of For a score of 3, the requi Istimating Scoring Guidance: The Profe	f 5 indicates the Professional performed over and above expectations as related to the subject matter of the evaluation criteria A score of 1 or 5 requires a written comment explaining the score. ired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score.
For a score of 3, the requi	A score of 1 or 5 requires a written comment explaining the score. ired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score.
stimating Scoring Guidance: The Profe	ired comment can be "N/A" since all expectations were met, or at the DPM's option a written comment can be provided to support the score.
stimating Scoring Guidance: The Profe	
	essional is expected to accurately estimate their design to maximize the budget. Bids that come in over budget or way under budget should be conside
	der budget should be considered exceptional. For Lean projects with a third-party cost estimator, provide a score of 3 and explain the score in the comr section.
. Estimating - How were the bids	1 - Project can't be awarded or the awarded base bid is less than 90% or over 100% of current construction budget.
relative to the current	3 - Awarded base bid is between 90%-95% of the current construction budget
construction budget?:	5 - Awarded base bid is between 95%-100% of the current construction budget
* Estimating Rating:	Please select an option 💙
* Estimating Comment:	
arify the bid documents. For most proj	nce: The Professional is expected to complete and fully coordinate their design prior to bidding. Addenda should primarily be used to respond to RFI's a jects, issuing two to four addenda with minimal modifications to the drawings/specifications and minimal issuance of complete drawings or specs shoul le. Issuing a large quantity of drawings or specs or designing/redesigning the project during bidding should be considered unacceptable.
2. Magnitude of Addenda - Size,	1 - Unsatisfactory
umber, and content of addenda	3 - Satisfactory
(Use discretion based on project	5 - Excellent
size):	
* Magnitude of Addenda	Please select an option 🗸
Rating:	Hedd Scient an option
2	
* Magnitude of Addenda	
Comment:	
	Professional is expected to issue addenda in a reasonable and timely manner so bidders have sufficient time to review and adjust their bids appropriate the Professional didn't address all reasonable RFI's quickly enough or if they issued an addendum with significant changes too near the bid date should considered unacceptable.
3. Bid Extensions - Were there	1 - Yes. extension due to the Professional
bid extension(s) attributable to	3 - No, extension due to the Professional
the Professional?:	
* Bid Extensions Rating:	Please select an option 🗸
* Bid Extensions Comment:	
bid Extensions Comment:	
neliness Scoring Guidance: The Profes	ssional is expected to adhere to the project schedule established with the DPM at the beginning of the project or as modified with a Professional Schec Revision Request process in e-Builder. A deviation of +/- 14 days should still be considered acceptable.
4. Timeliness - Has the	1 - Didn't meet schedule due to Professional performance
rofessional met the established	3 - Met schedule (within + or - 14 days)
	5 - Ahead of schedule
schedule for bidding?:	
	Please select an option 🗸
schedule for bidding?: * Timeliness Rating:	Please select an option 🗸
schedule for bidding?:	Please select an option 🗸
schedule for bidding?: * Timeliness Rating:	Please select an option 💙
schedule for bidding?: * Timeliness Rating:	Please select an option 💙

50% Construction Complete

In the subject line above input 50% of Original Construction Duraction Professional Evaluation General Scoring Guidance	
٨	
	score of 1 indicates the professional did not satisfactory meet expectations as related to the subject matter of the evaluation criteria A score of 3 indicates the Professional did satisfactorily meet expectations as related to the subject matter of the evaluation criteria
	A score of a finducates the Professional did satisfactionly meet expectations as related to the subject matter of the evaluation circlena A score of a 1 requires a written comment explaining the score.
For a score of 3 t	A score of a "requires a written comment explaining the score. he required comment can be "N/A" since all expectations were met, or at the APC's option a written comment can be provided to support the score.
101 a score of 5, 1	ine required comment can be river since an expectations were met, or at the AFC's option a written comment can be provided to support the score.
ordination Scoring Guidance: The Plans and specifications are expected to be sufficiently detailed and accurate enough for the Contractors to satisfactorily perform their scope of work with minimal clarificatio RFI's needed from the Professional. Factors such as but not limited to the value of the project, the size of the project, the duration of the project, and the complexity of the project should be considered when answering this question.	
I. Coordination - Are there conflicts in the plans and specifications that	1 - Yes, many, the project schedule and Contractor progress were impacted requiring re-sequencing of the critical path and/or extending the project completion da
mpact the work between the prime	3 - Some; the project schedule and Contractor progress were minimally impacted but critical path and project completion date were not affected. 5 - Very few; project schedule and Contractor performance were not affected in any way.
contractors?:	2 very few, project schedule and contractor performance were not anceted in any way.
* Coordination Rating:	Please select an option 💙
* Coordination Comment:	
	essional is expected to provide a representative at all job conferences that is capable, qualified and authorized to answer all questions related to the professional overs
	n. Factors such as but not limited to personal emergencies or weather related travel restrictions should be considered when answering this question.
2. Representation - Did the rofessional send representatives to	 There were three or more job conferences that the Professional did not have a capable and qualified representative present. There were there there there there there there there there are the there are the there are there there there there are the the the there are the the the the the the the the the th
all job conferences and meetings	3 - There were no more than two job conferences that the Professional did not have a capable and qualified representative present. 5 - There were no job conferences that the Professional did not have a capable and qualified representative present.
who were capable and qualified to	
answer questions relating to the project design?:	
* Representation Rating:	Please select an option 🗸
* Representation Comment:	
3. Site Visits and Reports - Did the	1 - No
Professional visit the site after each Job Conference and provide the	3 - Yes
Professionals Site Visit Reports in	
accordance with the terms of the	
Agreement?:	
* Site Visits and Reports Rating:	Please select an option Y
* Site Visits and Reports Comment:	
lay to the Contractors performance of th 4. Submittals - Did the Professional	nal is expected to review submittal data in fourteen calendar days or less, or as is necessary to sufficiently investigate complex items, but in all cases, the Professional shall not er scope of work by failing to or being tardy in the review submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the sub- the project, the duration of the project, and the complexity of the project should be considered when answering this question.
lay to the Contractors performance of th 4. Submittals - Did the Professional eview and respond in a timely manner	eir scope of work by failing to or being tardy in the review submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the submittal data, the value of the project, the submittal data, the value of the project should be considered when answering this question. 1 - There were three or more standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duratic 3 - There were no more than two standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day
lay to the Contractors performance of th	 eir scope of work by failing to or being tardy in the review submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the step project, the duration of the project, and the complexity of the project should be considered when answering this question. 1 - There were three or more standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 3 - There were no more than two standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration.
lay to the Contractors performance of th 4. Submittals - Did the Professional eview and respond in a timely manner to contractors' submittals?:	 eir scope of work by failing to or being tardy in the review submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the step project, the duration of the project, and the complexity of the project should be considered when answering this question. 1 - There were no more standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 3 - There were no more than two standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 5 - The revere no more than two standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 5 - The revere no more than two standard, non-complex submittals in the required 14 calendar day duration.
ay to the Contractors performance of th 4. Submittals - Did the Professional view and respond in a timely manner to contractors' submittals?: * Submittals Rating:	 eir scope of work by failing to or being tardy in the review submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the step project, the duration of the project, and the complexity of the project should be considered when answering this question. 1 - There were three or more standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 3 - There were no more than two standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration.
ay to the Contractors performance of th 4. Submittals - Did the Professional view and respond in a timely manner to contractors' submittals?:	 eir scope of work by failing to or being tardy in the review submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the state project, the duration of the project, and the complexity of the project should be considered when answering this question. 1 - There were three or more standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 3 - There were no more than two standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 5 - The revere no more than two standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 5 - The Professional reviewed and responded to all standard, non-complex submittals in the required 14 calendar day duration.
ay to the Contractors performance of th 4. Submittals - Did the Professional view and respond in a timely manner to contractors' submittals?: * Submittals Rating: * Submittals Comment:	eir scope of work by failing to or being tardy in the review submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the submittal state of the project should be considered when answering this question. 1 - There were no more standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. 5 - The Professional reviewed and responded to all standard, non-complex submittals in the required 14 calendar day duration Please select an option ▼
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100% Construction Complete

	General Scoring Guidance	
	A score of 1 indicates the professional did not satisfactory meet expectations as related to the subject matter of the evaluation criteria. A score of 3 indicates the Professional did satisfactorily meet expectations as related to the subject matter of the evaluation criteria	
For a score of	A score of a 1 requires a written comment explaining the score. 3, the required comment can be "N/A" since all expectations were met, or at the APC's option a written comment can be provided to support the score.	
vordination Scoring Guidance: The Plans and specifications are expected to be sufficiently detailed and accurate enough for the Contractors to satisfactorily perform their scope of work with minimal clarifications needed the Professional. Factors such as but not limited to the value of the project, the size of the project, the duration of the project, and the complexity of the project should be considered when answering this question.		
. Coordination - Are there conflicts in the plans and specifications that impact the work between the prime	 Yes, many; the project schedule and Contractor progress were impacted requiring re-sequencing of the critical path and/or extending the project completion date. Some; the project schedule and Contractor progress were minimally impacted but critical path and project completion date were not affected. Very few; project schedule and Contractor performance were not affected in any way. 	
contractors?: * Coordination Rating:	- Please select an option ▼	
* Coordination Comment:		
	offessional is expected to provide a representative at all job conferences that is capable, qualified and authorized to answer all questions related to the professional oversight of gn. Factors such as but not limited to personal emergencies or weather related travel restrictions should be considered when answering this question.	
2. Representation - Did the rofessional send representatives to all	1 - There were five or more job conferences that the Professional did not have a capable and qualified representative present.	
job conferences and meetings who were capable and qualified to answer questions relating to the project	 There were no more than two job conferences that the Professional did not have a capable and qualified representative present. There were no job conferences that the Professional did not have a capable and qualified representative present. 	
design?:		
 Representation Rating: Representation Comment: 	Please select an option 💙	
 Representation Comment: 		
3. Site Visits and Reports - Did the Professional visit the site and provide	1 - No 3 - Yes	
the Professionals Site Visit Reports in accordance with the terms of the Agreement?:		
* Site Visits and Reports Rating:	Please select an option 💙	
* Site Visits and Reports Comment:		
	al is expected to review submittal data in fourteen calendar days or less, or as is necessary to sufficiently investigate complex items, but in all cases, the Professional shall not cause	
	e of work by failing to or being tardy in the review submittal data. Factors such as but not limited to the complexity of the submittal data, the value of the project, the size of the project should be considered when answering this question.	
 Submittals - Did the Professional eview and respond in a timely manner to contractors' submittals?: 	 There were five or more standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration. There were no more than two standard, non-complex submittals that the Professional did not review and respond to the Contractor in the required 14 calendar day duration The Professional reviewed and responded to all standard, non-complex submittals in the required 14 calendar day duration. 	
* Submittals Rating:	Please select an option 💙	
* Submittals Comment:		
Responsiveness - Did the Professional eview and respond in a timely manner	1 - No 	
to the Contractors' Schedule of Values and Master Schedule?:	3 - Yes	
 Responsiveness Rating: Responsiveness Comment: 	Please select an option 💙	
6. Timeliness and Completeness	1 - No	
of As-Built Drawings - Did the	3 - Yes	
Professional routinely confirm that all Prime Contractors have been regularly updating their as-		
built drawings?:		
 Timeliness and Completeness of As-Built Drawings Rating: 	Please select an option 💙	
* Timeliness and Completeness of As-Built Drawings Comment:		
-		
n matters such as but not limited to	It The Professional is expected to have or develop and demonstrate and adequate proficiency in the use of eBuilder in performing their oversight of the price	
gressively minimal assistance from	the Department. Factors such as but not limited to the value of the project, the size of the project, the duration of the project, and the complexity of the p should be considered when answering this question.	
7. e-builder Proficiency - Has the	1 - No - the Professional requires significant and continual assistance in the use of eBuilder.	
Professional developed and demonstrated an adequate	3 - Progressing - the Professional requires some assistance in the use of eBuilder and their proficiency is steadily improving. 5 - Yes - the Professional requires minimal assistance in the use of eBuilder and their proficiency is demonstrated by their consistently accurate and	
proficiency using the		
Departments construction nanagement software system; e- Builder?:		
* e-builder Proficiency Rating:	Please select an option 🗸	
* e-builder Proficiency		
Comment:		