

APPENDIX B: SAMPLE EVALUATION COMMITTEE SCORING SHEET

[INSERT INSTITUTION/SYSTEM]

EVALUATION COMMITTEE MEMBER (ID #)

Evaluation Committee Scoring Worksheet: Job Order Contracting Master Agreement

PROJECT NAME: [Insert Institution/System, Intended Disciplines]

PROJECT [RFQ #]

APPLICANT NAME: [Insert Contractor Name]

FIRM EVALUATION

Evaluate each criterion using points shown in each box. For example, your evaluation of the first box below Qualifications and Experience, has a maximum score of 15 points. A score of one (1) would be least responsive and 15 would be most responsive to the criteria point. Add all criteria point scores to establish an overall total score in the lower box of this section. Points are based on criteria shown under each section:

A. (15 points) Firm History and Financials 1) Strength of company's profile (5 points) 2) CPA Statement of financial soundness of the Proposer (4 points) 3) Professional license(s) to provide the required General Contractor services (2 points) 4) Ability of the Proposer to secure labor and material payments bonds in the amount of 100% required (2 points) 5) Ability of the Proposer to provide the types and limits of insurance required (2 points)	
B. (25 points) Qualifications and Staffing 1) Qualifications and experience of personnel assigned to the Project, including resumes and lists of projects (10 points) 2) Demonstrated experience working with JOC project delivery method and/or higher education projects (10 points) 3) Workload of GC, including number of current projects, value, and available staff (5 points)	
C. (20 points) Understanding of JOC Project Delivery Method Demonstrated understanding of the JOC project delivery method, including purpose, structure, terminology, and unique challenges (20 points)	
D. (20 points) JOC Execution Methodology and Approach Detailed explanation of proposed method for executing JOC projects, including how the firm will manage task orders, pricing, scheduling, subcontractor engagement, and quality control (20 points)	
E. (20 points) Past Performance and References 1) Performance history for past public projects (10 points) 2) Demonstrated successful delivery of comparable projects in higher education or the public sector based on references provided (10 points)	
<u>TOTAL SCORE</u>	