

**\*\*\*Group E Project is to use this score sheet\*\*\***

**Request for Qualifications - Professional Services: School Safety Assessment**

Evaluator \_\_\_\_\_

Selection Criteria	Value	
<b>1. Firm Location, Size and Workload (Maximum 10 points)</b>		
a. Proximity of the staff assigned to 2.a, 2.b and 2.c to 889 E. 17th Avenue Columbus, Ohio 43211	Less than 10 miles from project site	5
	10 miles to 150 miles	3
	More than 150 miles	0
b. Number of relevant professionals within firm available to perform the work (based on Part II of F110-330)	Less than 5 professionals	3
	5 to 10 professionals	1 - 2
	More than 10 professionals	0
		Max = 3
c. Amount of fees awarded by the District to the primary firm in the previous 24 months (exclude projects on hold)	Less than \$ 250,000 in previous 24 months	2
	\$ 250,000 to \$1,000,000 in previous 24 months	1
	More than \$1,000,000 in previous 24 months	0
<b>2. Qualifications (Maximum 40 points)</b>		
a. Project Lead	Experience / ability of project lead to manage scope / schedule / quality (e.g., education, experience, etc.)	0 - 15
b. Project Architect	Experience of project architect to achieve owner's requirements (e.g., publications, appropriateness, innovation, licensure/certification)	0 - 15
c. Response to CCS's Local and Economically Disadvantaged Enterprises (LEDE) Program.	5 points if lead firm is LEDE or 20% goal of sub-contracting. 1 point for each 5% over 20% participation goal.	0 - 10
<b>3. Overall Team Qualifications (Maximum 15 points)</b>		
a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)	Less than 2 sample projects	0 - 1
	2 to 5 sample projects	2 - 3
	More than 5 sample projects	4 - 5
b. Team Organization (showed formal relationships between owner, and consultants)	Clarity of responsibility / communication demonstrated by table of organization	0 - 10
<b>4. Overall Team Experience (Maximum 35 points)</b>		
a. Past Performance of the Project Team (provided reference letters from sample project contacts)	Past performance as indicated by evaluations and letters of reference	0 - 15
b. Experience with similar projects	Less than 3 projects	0 - 1
	3 to 6 projects	2 - 3
	More than 6 projects	4 - 5
c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)	Performance in completing projects within original construction budget and schedule	0 - 15
		<b>Subtotal</b>

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