

# Owner's Representative Evaluation Rubric

Selection Criteria	Max Points Possible
1. <b>RFQ</b> - How complete were the RFQ Responses? Was the RFQ well organized, with complete information responding to all of the submittal criteria?	10 points
2. <b>Experience &amp; Qualifications</b> - Provided a comprehensive package with highlight experience with key personnel who will staff the project (including resumes of key personnel). Demonstrated previous experience as Owner's Representative with similar projects (size and scope).	20 points
3. <b>References</b> - Provided a comprehensive project list for recent projects completed and references were reachable. Score will also include feedback from references.	10 points
4. <b>Alignment with Scope of project</b> - Demonstrated ability to meet the needs of the District and ability to guide the District through the project.	15 points
5. <b>Subjective Fit</b> - How well does the candidate(s) understand the district goals and mission? General approach, concepts of moving forward? Likeability for community outreach?	15 points
6. <b>Community engagement and communication strategies</b> - demonstrated ability to communicate effectively with the district and community. Has developed effective community engagement strategies to promote projects.	20 points
7. <b>Cost and fee structure</b> - provided the District with a competitive cost/fee structure.	10 points
<b>Total Points</b>	<b>100 points</b>