

DEPARTMENT OF VETERANS AFFAIRS

ARCHITECT/ENGINEER EVALUATION BOARD

SHORT-LISTING CRITERIA

1. Specialized experience and technical competence of the firm (including a joint venture or association) with the type of services required
 Assignable point range(0 to 40)

2. Specific experience and qualifications of personnel proposed for assignment to the project and record of working together as a team
 Assignable point range (0 to 20)

3. Professional capacity of the firm in the designated geographic area of the project to perform work (including any specialized services) within the time limitations. Unusually large existing workload that may limit A/E's capacity to perform project work expeditiously
 Assignable point range(0 to 20)

4. Past record of performance on contracts with the Department of Veterans Affairs. This factor may be used to adjust scoring for any unusual circumstances that may be considered to deter adequate performance by an A/E. (Firms with no previous VA experience receive a +5 rating)
 Assignable point range(-20 to 20)

5. Geographic location and facilities of the working office(s) which would provide the professional services and familiarity with the area in which the project is located
 Assignable point range(0 to 20)

6. Demonstrate success in prescribing the use of recovered materials and achieving waste reduction and energy efficiency in facility design
 Assignable point range(0 to 20)

7. Inclusion of minority-owned consultant(s) (3 points) and/or women-owned consultant(s) (3 points)
 Assignable point range(0 to 6)

SCORING KEY						
SCORING FACTORS	RANGE	POOR	MARGINAL	ACCEPTABLE	VERY GOOD	OUTSTANDING
2,3,5,6	0-20	0	5	10	15	20
1	0-40	0	5-10	15-25	30-35	40
4	(-20)-(+20)	(-20)	(-10)	0	10	20