

**Evaluation of the High-performance Design Process
Used for
"<<fill-in building name>>"**

Questionnaire and Round Table Meeting

A questionnaire and a round table meeting can be used to capture and record what worked and what didn't work in the sustainable design process. The questionnaire will be distributed and comments collected, followed by a round table meeting.

Feedback from the questionnaire will help inform future design teams of the critical elements involved in the design process. Please be frank and honest. All responses will be anonymous. Data will be compiled solely for the purpose of aiding future design projects.

You can write on the back of the page if insufficient space is provided for your answers. Do indicate the question number that you are addressing.

Please print this document, answer the questions, and return to <name> by <date>. Thank you for your time and cooperation.

Sincerely,

<name>

Please call xxxxxx at (xxx) xxx-xxxx if you have any questions regarding this questionnaire.

Date: _____

Building Name: _____

1. What was your position on the design team? (Please select all that apply.)

- Architect
- Landscape Architect
- Electrical Engineer
- Mechanical Engineer
- Project Manager
- Owner
- Building Operator
- Building Occupant
- Other _____

2. Please define your understanding of your role in the sustainable design plan.

3. Do you think that the sustainable design plan was developed successfully?

- Yes No

4. What specifically helped the development of the sustainable design plan?

5. What specifically inhibited the development of the sustainable design plan?

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11. I feel that I understood the role of the design team in the design process.

- Strongly Agree Mildly Agree Mildly Disagree Strongly Disagree N/A

12. I feel that the design team members communicated clearly with each other.

- Strongly Agree Mildly Agree Mildly Disagree Strongly Disagree N/A

13. I feel that the design team responded to each other's needs promptly.

- Strongly Agree Mildly Agree Mildly Disagree Strongly Disagree N/A

14. I feel that the design team was open to new ideas.

- Yes No (Please Explain)

15. I feel that I understood the role of energy consultant in the design process.

- Strongly Agree Mildly Agree Mildly Disagree Strongly Disagree N/A

16. I feel that the energy consultant communicated their ideas clearly.

- Strongly Agree Mildly Agree Mildly Disagree Strongly Disagree N/A

17. I feel that the energy consultant responded to the design teams needs promptly.

- Strongly Agree Mildly Agree Mildly Disagree Strongly Disagree N/A

18. I feel that the energy consultant was open to new ideas.

Yes No (Please Explain)

19. Was the energy consultant's participation beneficial to the design process?

Yes No (Please Explain)

20. Did the design team interact and work well with each other?

Yes No (Please Explain)

21. How would you strengthen the team?
