



Project Evaluation Questionnaire

For Recently Constructed Assets

The Division of Engineering seeks to continually improve the quality of newly constructed Service assets while meeting customer requirements.

This questionnaire shall be completed by the Field Station Project Leader one year after project completion. Space for additional comments is provided on the second page.

Civil projects (dikes, roads, raceways, water control structures etc.) need only respond to questions 1 thru 10.

Station Name: _____ SAMMS No.: _____

Name of Constructed Asset: _____ Date: _____
(Questionnaire Completed)

Project Completion Date: _____

Project Leader: _____ Telephone: _____

Project Manager: _____
(Name of Project Manager from Regional Engineering Office)

Please answer the questions below by filling in the boxes with a number on a scale of 1 to 5 as follows:

- Strongly agree 5
- Agree 4
- Neither agree nor disagree 3
- Disagree 2
- Strongly disagree 1
- Not Applicable NA

The new asset:

- 1 satisfies the needs of internal operations (wildlife/aquaculture program needs/mission);
- 2 satisfies external expectations (public services);
- 3 was constructed in accordance with customer program requirements;
- 4 meets health, safety, greening, ADA, energy, and environmental requirements;
- 5 successfully responds to site concerns (i.e., drainage, parking, access, utilities).
- 6 The project was completed without extensive delays.
- 7 Punch list items were completed in a timely manner.
- 8 The field station received a set of "as-built" drawings.
- 9 Operating and maintenance manuals were provided, well-arranged and easily understood.
- 10 Contractor was responsive during the warranty period.

Building Projects:

- 11 Building orientation on the site is responsive to customer request.
- 12 Natural lighting and views to the exterior are responsive to customer requests.
- 13 Exterior signage and pavement markings are sufficient and well located.
- 14 Landscaping is attractive and appropriate for the local environment.
- 15 The roof system functions well and does not leak.
- 16 Adequate storage space was provided in response to customer requirements.
- 17 The heating and cooling systems provide comfortable conditions and perform as expected.
- 18 The quality of indoor air provided is responsive to customer requests.
- 19 The voice and data systems, including jack locations, are appropriate.
- 20 The visitor/customer parking spaces provided are sufficient and the parking area is easy to enter and exit and provides good traffic flow.

Please identify improvements for future projects, comments or concerns:

Survey Completed By:

Name

Title

Signature Date

FOR COMPLETION BY REGIONAL ENGINEERING OFFICE ONLY	
Date Regional Engineering Office Received Questionnaire: _____	
Regional Engineering Office Notes: _____ _____ _____	
Regional Engineer (Print Name)	Regional Engineer Signature