

Miami County Architectural/Engineering Evaluation

Project Name: _____

Project Location: _____

Project Budget: _____

Candidate Information:

Architect/Engineering Firm Name: _____

Lead Architect/Engineer Name: _____

Selection Criteria:

Each criterion should be rated on a scale of 1-5, 1 being the lowest and 5 being the highest.

1. Experience and Expertise

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|------------------------------------------------|--|
| Relevant experience in similar projects: [1-5] | |
| Specialized expertise in project type: [1-5] | |
| Years of experience in the field: [1-5] | |

2. Portfolio and References

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|------------------------------------------------|--|
| Quality and diversity of past work: [1-5] | |
| References from previous clients: [1-5] | |
| Portfolio alignment with project vision: [1-5] | |

3. Qualifications and Credentials

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|------------------------------------------------------------------|--|
| Architectural licenses and certifications: [1-5] | |
| Membership in professional organizations (AIA, LEED, WELL) [1-5] | |

4. Team and Resources

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|----------------------------------------------------------------|--|
| Size and composition of the architectural team: [1-5] | |
| Availability and commitment to the project: [1-5] | |
| Access to necessary resources (e.g., technology, tools): [1-5] | |

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|--------------------------------------------|--|
| Construction Administration: [1-5] | |
| Project Specification and Contracts: [1-5] | |

| 5. Project Approach and Creativity | |
|----------------------------------------------------------|--|
| Innovative design approach: [1-5] | |
| Problem-solving capabilities: [1-5] | |
| Ability to adapt to changing project requirements: [1-5] | |

| 6. Budget and Cost Management | |
|--------------------------------------------------|--|
| Track record of staying within budget: [1-5] | |
| Proposed fee structure and cost estimates: [1-5] | |
| Transparency in financial matters: [1-5] | |

| 7. Communication and Collaboration | |
|-------------------------------------------------------------------|--|
| Communication skills and responsiveness: [1-5] | |
| Willingness to collaborate with other project stakeholders: [1-5] | |
| Ability to translate client vision into designs: [1-5] | |

| 8. Project Timeline and Scheduling | |
|---------------------------------------------------|--|
| Ability to meet project deadlines: [1-5] | |
| Proposed project schedule and milestones: [1-5] | |
| Experience with managing project timelines: [1-5] | |

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|-----------------------------|--|
| Overall Score (Out of 120): | |
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| Additional Comments: |
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|-----------------------------|--|
| Evaulator's Name (Printed): | |
| Evaulator's Signature: | |
| Date: | |