

# Evaluation Criteria for Assessing Engineering Firms

	Firm #1	Firm #2	Firm #3	Firm #4
<b>Understands the Problem</b> (understands the objectives of our community)				
<b>Experience in communities similar in size to ours</b>				
<b>System Design Experience</b> (what types of systems has this firm recommended, designed or installed in other communities?) List the types of systems designed/installed:  In what communities has the firm designed or installed the system recommended for your community? (Ask for references)				
<b>Experience with financial institutions and funding agencies</b>				
<b>Experience with state and county agencies</b>				
<b>Willingness to work with and for our community</b>				
<b>Meeting Time and Budget Requirements</b>				
<b>Record of performance</b> with respect to: Cost Control Quality of work Ability to meet schedules				
<b>Staff Capabilities</b>				
<b>Licensing</b>				
<b>Staff experience</b>				
<b>Present and Project Work Load</b> (Can they meet our needs and timeline without interruption?)				
<b>Soundness of Approach</b>				
<b>Technique of analysis</b>				
<b>Sequencing of project</b>				
<b>Method of project management</b>				
<b>Location/Home Office</b> (Proximity to and familiarity with our community)				
<b>TOTAL POINTS</b>				