

## INDIVIDUAL EVALUATION FORM FOR CONSTRUCTION

INDIVIDUAL/FIRM NAME: \_\_\_\_\_

PROJECT: \_\_\_\_\_

PROJECT NO. (if applicable): \_\_\_\_\_

Rating Scale (Circle One)

CRITERIA	Weight*	Excellent	Good	Average	Below Average	Poor	SCORE
1. Experience/Professional Qualifications Comments: _____	4x	5	4	3	2	1	= _____
2. Past Performance Comments: _____	3x	5	4	3	2	1	= _____
3. Ability to Meet Project Schedule Comments: _____	2x	5	4	3	2	1	= _____
4. Other: _____ Comments: _____	1x	5	4	3	2	1	= _____
5. Other: _____ Comments: _____	1x	5	4	3	2	1	= _____

**TOTAL SCORE:** \_\_\_\_\_

(Attach additional sheets if necessary)

EVALUATOR: \_\_\_\_\_ DATE: \_\_\_\_\_

\* **Note to Evaluators:** The number of points given to an individual/firm for a particular criteria shall be multiplied by the weight of the criteria. For example, if the evaluator gives a rating of excellent (5) for criteria number 1, the rating shall be multiplied by the weight (4). Therefore the score for criteria no. 1 would be 20. All scores shall be transferred to the Evaluation Summary Abstract (OPRPM Form 157).