



RIGHT OF WAY CONSULTANT SELECTION SCORE SHEET

Project: _____ Firm: _____

Location: _____

CN: _____ Initial Date Evaluated by Committee Member: _____

Item	Sub Item	Numerical Value	Numerical Value Selected	Weight	Weighted Evaluation
Proposal	How does the consultant propose to complete the tasks outlined in the Specifications for Acquisition Services?	1 – least 10 - most		5%	
	How well did the consultant meet the proposed time line established by the Department?	1 – least 10 - most		20%	
Firms capacity	Ability to provide sufficient staff on full and part time basis to complete the contract in a timely manner.	1 – least 10 - most		15%	
Personnel	Experience in type of work. Consideration will be given to past NDOR ratings.	1 – least 10 – most		25%	
Present workload with the Department (Number of tracts not yet completed)	51 & above	1		15%	
	26-50	5			
	0-25	10			
Cost (Price is considered but is not the sole determining factor)	The numerical value selected will be the % factor obtained by dividing the lowest price offered (by all submitting proposals) by the price of the offer being evaluated multiplied by the maximum points assigned.	% factor x 10		20%	

Signature _____