APPENDIX A

UNIVERSITY OF COLORADO BOULDER
PRELIMINARY SELECTION/EVALUATION FORM
DESIGN / BUILD CONTRACTOR

Name of Firm: ____________________________________________
Name of Project: Williams Village Residence Hall IIa – PR003965
Evaluator No: ____________________________________________ Date: ________________

RFP REFERENCE
MINIMUM REQUIREMENTS Y _____ N _____

If the minimum requirements (including letter from surety) have not been met, specify the reason(s):

Licensed GC?    Y / N
Two Design/Build Projects in price range?    Y / N
Design Build Experience?    Y / N
Bond Letter?    Y / N

Acknowledgement and Attestation included: Y _____ N _____

SCORE (FIRM’S QUALIFICATIONS):

1. RESOURCES OF FIRM
   Weight¹ x Rating² = Score
   - Organizational Structure     ________  x ________ = ________
   - Line of Authority      ________  x ________ = ________
   - Staffing Schedule      ________  x ________ = ________
   - Current workload (assigned)     ________  x ________ = ________
   - Location/access      ________  x ________ = ________
   - Subcontracted services      ________  x ________ = ________

2. PROJECT MANAGEMENT APPROACH OF FIRM
   - Approach to successful D/B Services     ________  x ________ = ________
     a. Schedule effectiveness     ________  x ________ = ________
     b. Quality effectiveness      ________  x ________ = ________
     c. Cost effectiveness     ________  x ________ = ________
   - Self Performed Work      ________  x ________ = ________

3. PRIOR EXPERIENCE/PERFORMANCE/REFERENCES OF FIRM
   - Related experience/references     ________  x ________ = ________

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¹ Weight: 1
² Rating: 1-5
4. PROJECT BACKGROUND/SUCCESS OF FIRM

- Project #1
  a. Timeliness
  b. Budget Considerations
  c. Quality
  d. Disruption
  e. Claims
  f. Acceptability
  ________ x ________ = ________

- Project #2
  a. Timeliness
  b. Budget Considerations
  c. Quality
  d. Disruption
  e. Claims
  f. Acceptability
  ________ x ________ = ________

- Project #3
  a. Timeliness
  b. Budget Considerations
  c. Quality
  d. Disruption
  e. Claims
  f. Acceptability
  ________ x ________ = ________

5. MISCELLANEOUS

- Claims/litigation history
  ________ x ________ = ________
- Apprenticeship Training Program
  (Optional for Step I Prequalification)
  ________ x ________ = ________
- Current Workload
  ________ x ________ = ________
- Other (Optional)
  ________ x ________ = ________

TOTAL SCORE: ________

NOTES: 1. Weights are to be assigned prior to evaluation and are to be consistent on all evaluation forms.
2. Rating: 0.0-1.0 = unacceptable 1.1-2.0 = poor 2.1-3.0 = fair 3.1-4.0 = good 4.1-5.0 = excellent
3. TOTAL SCORE INCLUDES THE SUM TOTAL OF ALL CRITERIA.
### APPENDIX A1

UNIVERSITY OF COLORADO BOULDER
ORAL INTERVIEW EVALUATION FORM
DESIGN / BUILD CONTRACTING SERVICES

Name of Firm: ___________________________________________________________________
Name of Project: Williams Village Residence Hall IIa – PR003965
Evaluator No: _______________________________________ Date: ___________________

### SCORE (PROJECT TEAM QUALIFICATIONS) 1:

<table>
<thead>
<tr>
<th>Category</th>
<th>Weight</th>
<th>Rating</th>
<th>Score</th>
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</thead>
<tbody>
<tr>
<td>1. PROJECT TEAM ORGANIZATION</td>
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<tr>
<td>Team Structure</td>
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<tr>
<td>Job Descriptions/Responsibilities/Locations</td>
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<td></td>
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<tr>
<td>Staffing Schedule/Current Work Loads</td>
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<tr>
<td>Roles/Responsibilities of D-B team as project evolves</td>
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<tr>
<td>1. PROJECT MANAGEMENT APPROACH OF TEAM</td>
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<tr>
<td>Approach to successful D/B Services</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>a. Schedule effectiveness</td>
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<tr>
<td>b. Quality effectiveness</td>
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<tr>
<td>c. Cost effectiveness</td>
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<tr>
<td>‘Best Value’ and Quality Assurance Programs</td>
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<tr>
<td>Competitively Bid/Self Performed Work</td>
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<tr>
<td>3. PRIOR EXPERIENCE/PERFORMANCE/REFERENCES OF TEAM</td>
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<tr>
<td>University and Student Housing experience</td>
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<tr>
<td>Proposed team D-B experience</td>
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<td></td>
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<tr>
<td>General experience/references</td>
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<td></td>
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<tr>
<td>5. MISCELLANEOUS</td>
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<tr>
<td>Craft Labor Capabilities</td>
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<tr>
<td>Apprenticeship Training Program (Mandatory for Step II Interview)</td>
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<tr>
<td>Current Workload</td>
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<tr>
<td>Other</td>
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</tbody>
</table>

TOTAL SCORE: __________

### NOTES:
1. Agencies are encouraged to include additional criteria that reflect the unique characteristics of the project under each category to help determine the submitter's overall qualifications.
2. Weights are to be assigned prior to evaluation and are to be consistent on all evaluation forms.
3. Rating: 0.0-1.0 = Unacceptable 1.1-2.0 = Poor 2.1-3.0 = Fair 3.1-4.0 = Good 4.1-5.0 = Excellent
4. Total score includes the sum total of all criteria.
APPENDIX A2

UNIVERSITY OF COLORADO BOULDER
TECHNICAL (DESIGN) / COST SELECTION/EVALUATION FORM
DESIGN / BUILD CONTRACTING SERVICES

Name of Firm: ______________________________________________________________
Name of Project: Williams Village Residence Hall Ilia – PR003965
Evaluator No: ___________________________ Date: ___________________________

SCORE (TECHNICAL (CONCEPTUAL DESIGN) QUALIFICATIONS) ¹:

Weight² x Rating³ = Score

1. PROJECT TEAM ORGANIZATION

   _____ x _____ = ________

   □ Team Structure
   □ Clarity of Presentation/Communication
   □ Response to Owner Comments/Clarifications
   □ Roles/Responsibilities of D-B team as project evolves

2. PROJECT APPROACH

   _____ x _____ = ________

   □ Schedule
      a. Design Schedule
      b. Construction Start / phasing / completion date
      c. Staging / access / parking
   □ Work plan (equipment, noise, safety)

3. DESIGN PROPOSAL

   _____ x _____ = ________

   □ Compliance with Program Plan and Technical Criteria
      a. Room count and unit mix
      b. Compliance with space requirements
      c. completeness and detail
      d. compliance with design guidelines
   □ Building Design
      a. quality of spaces
      b. circulation and design efficiencies
      c. organization and security for residents
      d. Building image and massing
      d. MEP systems
   □ Site Design
      a. quality of spaces
      b. circulation and design efficiencies
      c. organization and security for residents
      d. site access
      e. parking impacts
      f. site utilities

¹: The technical concept design qualifications are scored based on the project team organization, project approach, and design proposal. Each section is weighted and rated to determine the overall score.
3. **DESIGN ENHANCEMENTS**  
   
   - Core program enhancements  
   - Interior design and finishes  
   - Exterior finishes  
   - Site amenities  
   - General design enhancements  
   - Schedule enhancements

   _______ x _______ = _______

5. **MISCELLANEOUS**  
   
   _______ x _______ = _______

6. **COST PROPOSAL** (score based on example below)  
   = _______

**TOTAL SCORE:**  

   _______3

**NOTES:**  
1. Agencies are encouraged to include additional criteria that reflect the unique characteristics of the project under each category to help determine the submitter's overall qualifications.  
2. Weights are to be assigned prior to evaluation and are to be consistent on all evaluation forms.  
3. Rating:  
   - 0.0-1.0 = Unacceptable  
   - 1.1-2.0 = Poor  
   - 2.1-3.0 = Fair  
   - 3.1-4.0 = Good  
   - 4.1-5.0 = Excellent  
4. Total score includes the sum total of all criteria. Note: A passing score (as a percentage of the total points available) is to be established prior to evaluation.
## APPENDIX A3

STATE BUILDINGS PROGRAMS
FINAL RANKING MATRIX

QUALIFICATIONS 40% / TECHNICAL (DESIGN) / COST 60%

<table>
<thead>
<tr>
<th>FIRM</th>
<th>QUALIFICATIONS¹</th>
<th>AVERAGE SUBMITTAL SCORE²</th>
<th>AVERAGE INTERVIEW SCORE³</th>
<th>DESIGN COST SCORE⁴</th>
<th>QUALS &amp; COST SCORE⁴</th>
<th>RANK ⁵</th>
</tr>
</thead>
<tbody>
<tr>
<td>EVAL #1</td>
<td>EVAL #2</td>
<td>EVAL #3</td>
<td>EVAL #4</td>
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<td>EVAL #5</td>
<td>EVAL #6</td>
<td>EVAL #7</td>
</tr>
</tbody>
</table>

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Williams Village Ila Residence Hall - DB RFP
1. Insert total score from each evaluator's GENERAL QUALIFICATIONS (SUBMITTAL) FORM (A) and INTERVIEW SELECTION/EVALUATION FORM (A1) only.  
   Note: The maximum score for qualifications is 400 points and is equivalent to the maximum points available for qualifications. Therefore, each firm’s score is determined as a percentage of the maximum points available.

2. Add all evaluators’ total scores and divide by the number of evaluators to determine the average score for each firm’s qualifications.

3. Determine score from each evaluator’s TECHNICAL (DESIGN) / COST SELECTION/EVALUATION FORM (A2). Note: The maximum score for design is 300 points. 
   Determine score for each firm’s cost proposal with the lowest cost being equivalent to a maximum score of 300 points. To score each cost proposal, use the example formula.

   Assume the lowest cost proposal was $100,000.

   **Scoring of Fees**
   
<table>
<thead>
<tr>
<th>Firm</th>
<th>Cost Proposal</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Firm A</td>
<td>$100,000</td>
<td>______</td>
</tr>
<tr>
<td>Firm B</td>
<td>$125,000</td>
<td>______</td>
</tr>
<tr>
<td>Firm C</td>
<td>$150,000</td>
<td>______</td>
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</tbody>
</table>

4. Add the average Qualifications score to the Technical (Design) / Cost proposal score to determine the cumulative score.

5. Numerically rank all firms with the highest scoring firm being the most qualified.
DRAFT DESIGN / BUILD AGREEMENT can be found at:

http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html
- Open Submittal – Notice 09-15

It is the responsibility of the submitting firm to review the information referenced above and posted on the above web sites. Report any difficulties in accessing the referenced document to margaret.chiu@colorado.edu
General Conditions of the Contract can be found at:

http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html
- Open Submittal – Notice 09-15

It is the responsibility of the submitting firm to review the information referenced above and posted on the above web sites. Report any difficulties in accessing the referenced document to margaret.chiu@colorado.edu
APPENDIX D

General Requirements Division 1 can be found at:

http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html
- Open Submittal – Notice 09-15

It is the responsibility of the submitting firm to review the information referenced above and posted on the above web sites. Report any difficulties in accessing the referenced document to

margaret.chiu@colorado.edu
APPENDIX E

Technical (Design) Criteria can be found at:

http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html
- Open Submittal – Notice 09-15

It is the responsibility of the submitting firm to review the information referenced above and posted on the above web sites. Report any difficulties in accessing the referenced document to

margaret.chiu@colorado.edu
APPENDIX F

Asbestos Abatement Specifications can be found at:

http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html
- Open Submittal – Notice 09-15

It is the responsibility of the submitting firm to review the information referenced above and posted on the above web sites. Report any difficulties in accessing the referenced document to

margaret.chiu@colorado.edu
APPENDIX G

MINORITY/WOMEN BUSINESS ENTERPRISE PARTICIPATION REPORT
MINORITY/WOMEN BUSINESS ENTERPRISE
PARTICIPATION REPORT

TO BE ELIGIBLE FOR AWARD OF THIS CONTRACT, EACH CONTRACTOR (INCLUDING
ARCHITECT/ENGINEER/CONSULTANT) IS REQUESTED TO COMPLY WITH THESE REQUIREMENTS.

I. The undersigned contractor hereby certifies that the (company) (joint venture) (is) (is not)* a minority enterprise as defined in this report. The undersigned contractor hereby certifies the (company) (joint venture) (is) (is not)* a woman-owned business enterprise as defined.

*Strike out where inapplicable.

If Corporation: If Sole Proprietorship/Partnership:

Corporation Name Contractor
By: By: Date Date
Title Title

ATTEST:

By: Secretary Date

II. It is the general policy of the State of Colorado to be as inclusive as possible to all member communities when spending taxpayer dollars.

III. REQUIREMENTS

A. Minority Business Enterprise (MBE) means, for the purpose of this report, a business enterprise at least 51 percent of which is owned and controlled by minority group members, or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned and controlled by minority group members. Eligible persons are expected to be engaged full time in the day-to-day operation and management of the business. Minority group members are ethnic minorities including African American, Hispanic American, Native American or Asian/Pacific American.

B. Women Business Enterprise (WBE) means, for the purpose of this report, a business enterprise of at least 51 percent of which is owned and controlled by a woman or women, or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned and controlled by women. Women are expected to be engaged full time in the day-to-day operation and management of the business.

C. The State of Colorado does not have a certification process nor does it require MBE’s and WBE’s to be certified EXCEPT for certain contracts for highway and bridge construction administered by the Colorado Department of Transportation.

D. The percentages of minority and women-owned business participation will be determined by dollar value of the work subcontracted to or joint ventured with minority and women-owned firms, as compared to the total dollar value of the bid amount for all work bid under this contract.

E. Prior to the award of this contract, the contractor will be required to provide to the Principal Representative a list of W/MBE enterprises, stipulating the dollar amount of each subcontract or supplier of materials on the Minority and Women Business Enterprises Participation Report W/MBE-1 form.

F. The contractor will retain records and documents showing the level of participation for two years following completion of this contract. These records and documents, or copies thereof, will be made available at reasonable times and places for inspection by an authorized representative of the Principal Representative, or its designated representatives, and will be submitted to such representatives upon written request.

MBEREPORT Rev. 09/2004
MINORITY AND WOMEN BUSINESS ENTERPRISES
PARTICIPATION REPORT FORM

Project No. PR003965  Project Title: Williams Village IIa Residence Hall  Date: ________________

University of Colorado at Boulder
Institution or Agency
Principal Representative

MBE: Yes ☐  WBE: Yes ☐  No ☐  No ☐

D/B

Total Contract Amount: $__________________

<table>
<thead>
<tr>
<th>Name and Address of M/WBE Subcontractors and/or Suppliers and/or Self-Performed Work by M/WBE Primes*</th>
<th>MBE Contract Amounts</th>
<th>WBE Contract Amounts</th>
<th>Type of Work</th>
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<tbody>
<tr>
<td>*</td>
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*Indicate ethnicity based on Paragraph III. A. above.

Total MBE Contracts: $ *
Total WBE Contracts: $ *
Total MBE %: *
Total WBE %: *

SIGNATURES:

Principal Representative  Architect/Engineer/Consultant or Contractor

Authorized Representative  Authorized Representative

MBEREPOR FORM
(9/2004)
APPENDIX H

PROJECT SITE

A map of the area of Williams Village can be viewed at:

http://www.colorado.edu/campusmap/map.html?n=1747&w=-1227

It is the responsibility of the submitting firm to review the information referenced above and posted on the above web sites. Report any difficulties in accessing the referenced document to

margaret.chiu@colorado.edu
APPENDIX I

PROGRAM PLAN

The Williams Village Phase II Program Plan can be viewed at:


It is the responsibility of the submitting firm to review the information referenced above and posted on the above web sites. Report any difficulties in accessing the referenced document to

margaret.chiu@colorado.edu
APPENDIX J

LOCATIONS OF MANDATORY PRE-SUBMITTAL MEETING

A map of the area around the Sterns Towers can be viewed at:

http://www.colorado.edu/campusmap/map.html?bldg=STRN

Meter parking is indicated in pink.

It is the responsibility of the submitting firm to review the information referenced above and posted on the above web sites. Report any difficulties in accessing the referenced document to margaret.chiu@colorado.edu