

Scoring Sheet

Name of Project:		Date:			
Name of Practice:		Time:			
Name of Reviewer:					
Evaluation Criteria	Score (1-10)	x	Weight (1, 1.5 or 2)	=	Total
4.1 Presentation					
1. All submission requirements provided.		x		=	
2. Clarity and organization of material.		x		=	
4.2 Qualifications (Based on resumes for assigned staff and consultants.)					
1. Assigned staff - education, professional qualifications, professional development.		x		=	
2. Consultants - education, professional qualifications, professional development.		x		=	
4.3 Experience (Based on the list of similar projects or relevant experience provided with the submission.)					
1. Number of projects of a similar type; or		x		=	
2. Number of projects of similar scale/complexity; or		x		=	
3. Number of projects with similar professional services.		x		=	
4.4 References (Based on client references provided with the submission.)					
Reference no. 1		x		=	
Reference no. 2		x		=	
Reference no. 3		x		=	
4.5 Grand Total					