

CONSULTANT INTERVIEW RATING SHEET

RATING FACTORS

1.	Resources Available To Do Job	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Outlook in general, interest in word.</i>						
2.	Project Manager/Engineer	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>General impression, self expression, knowledge and experience, self confidence, persuasiveness.</i>						
3.	Current Variance (From the Management Consultant)	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Past performance meeting schedules.</i>						
4.	Work Load Remaining (From the Management Consultant)	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Apparent existing capacity.</i>						
5.	Public Involvement	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Proposal or plan, sensitivity.</i>						
6.	Environmental Issues	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Knowledge, background</i>						
7.	Right-of-Way and Utility Issues	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Knowledge, background.</i>						
8.	Knowledge of Job	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>What work is needed, field review, etc.</i>						
9.	Identify Problems	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Knowledge of problems and their approach to project challenges.</i>						
10.	Accommodating Public and Agency Concerns	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Indication of sincere interest in locals, the Department and agencies, and their concerns.</i>						
11.	Schedule	Unsat	Margn	Norml	Above	Excel	Outst
		--0--	--2--	--4--	--6--	--8--	--10--
	<i>Opinion of the firm's potential to complete on schedule.</i>						

CHECK ONE BOX IN THE MATRIX IMMEDIATELY AFTER THE INTERVIEW AND TOTAL THE RATINGS

Rating Totals	--0--	--2--	--4--	--6--	--8--	--10--
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Summary of Rating Totals _____

RATING SCORES

10	OUTSTANDING	Exceptional, applicable in rare instances.
8	EXCELLENT	Considerably above average, definitely stands out, makes immediate impression
6	ABOVE AVERAGE	Well above average
4	NORMAL	Satisfactory
2	MARGINAL	Doesn't quite meet satisfactory standards
0	UNSATISFACTORY	Unsuitable

Interviewer Signature

November 16, 1999

Firm C, Inc.
100 West Main Street
Lancaster, WI 53813
Attention: William Roberts, P.E.

SUBJECT: ID 1099-00-00
Century Hollow Road Bridge & Approaches
Town of Johnson
Town Road
Grant County

Dear Bill:

Thank you for presenting your qualifications to the Consultant Selection Committee on November 15, 1999. The Consultant Selection Committee made the following ranking of the three engineering consulting firms for the purpose of negotiating a contract:

1. Firm C of Lancaster
2. Firm A of Madison
3. Firm B of Waunakee

We appreciate your interest in providing engineering services to the Town of Johnson and looking forward to working with Firm C on this project. We will set up a time to begin contract negotiations in the near future.

Sincerely,

Jane Doe, Clerk
Town of Johnson

cc: Kim Johnson, Local Program Management Consultant

Note: This letter should be sent to the consultant selected to begin contract negotiations.

November 16, 1999

Firm A, Inc.
820 North Highland Avenue Suite 300
Madison, WI 53711
Attention: Sally Peterson, P.E.

SUBJECT: ID 1099-00-00
Century Hollow Road Bridge & Approaches
Town of Johnson
Town Road
Grant County

Dear Sally:

Thank you for presenting your qualifications to the Consultant Selection Committee on November 15, 1999. The Consultant Selection Committee made the following ranking of the three engineering consulting firms for the purpose of negotiating a contract:

1. Firm C of Lancaster
2. Firm A of Madison
3. Firm B of Waunakee

We appreciate your interest in providing engineering services to the Town of Johnson.

Sincerely,

Jane Doe, Clerk
Town of Johnson

cc: Kim Johnson, Local Program Management Consultant

Note: This letter should be sent to the consultants not selected for contract negotiations.