

**PERFORMANCE EVALUATION  
(ARCHITECT-ENGINEER)**

A-E CONTRACTOR I.D. NUMBER  
(For ACASS use only)

1. A-E CONTRACT NUMBER

2. CONSTRUCTION CONTRACT NUMBER

**IMPORTANT:** Be sure to complete Performance section on reverse. If additional space is necessary for any item, use Remarks section on reverse.

3. TYPE OF EVALUATION			4. PROJECT NUMBER	5. DELIVERY ORDER NUMBER(S) (if applicable)
3a. PHASE OF COMPLETION <input type="checkbox"/> INTERIM ( _____ %) <input type="checkbox"/> FINAL	3b. COMPLETION (Check one) <input type="checkbox"/> DESIGN <input type="checkbox"/> ENGINEERING SERVICES <input type="checkbox"/> CONSTRUCTION	3c. CHECK IF APPLICABLE <input type="checkbox"/> TERMINATION (Explain in REMARKS on reverse)		

6. NAME AND ADDRESS OF A-E CONTRACTOR	7a. PROJECT TITLE AND LOCATION
	7b. DESCRIPTION OF PROJECT IF NOT EXPLAINED BY TITLE

8. NAME, ADDRESS AND PHONE NUMBER OF OFFICE RESPONSIBLE FOR:

8a. SELECTION OF A-E CONTRACTOR	8b. NEGOTIATION/AWARD OF A-E CONTRACT
8c. ADMINISTRATION OF A-E CONTRACT	8d. ADMINISTRATION OF CONSTRUCTION CONTRACT

9. A-E CONTRACT DATA  
(Items 9d thru 9g are not applicable during construction unless there are modifications to the A-E contract) - "See Instructions."

9a. TYPE OF WORK PERFORMED BY A-E (DESIGN, STUDY, ETC.)		9b. TYPE OF A-E CONTRACT <input type="checkbox"/> FIRM FIXED-PRICE <input type="checkbox"/> INDEFINITE DELIVERY/INDEFINITE QUANTITY <input type="checkbox"/> COST-REIMBURSEMENT <input type="checkbox"/> OTHER (Specify)	
9c. PROJECT COMPLEXITY <input type="checkbox"/> DIFFICULT <input type="checkbox"/> ROUTINE	9d. PROFESSIONAL SERVICES CONTRACT INITIAL A-E FEE \$		TOTAL A-E FEE \$
		A-E CONTRACT MODIFICATIONS NO. AMOUNT	
		\$	
9e. A-E CONTRACT AWARD DATE	9f. NEGOTIATED A-E CONTRACT COMPLETION DATE (OR NUMBER OF DAYS) (Including extensions)	9g. ACTUAL A-E CONTRACT COMPLETION DATE (OR NUMBER OF DAYS)	
9e1. DELIVERY ORDER AWARD DATE	9f1. COMPLETION DATE	9f2. NUMBER OF DAYS	9g1. COMPLETION DATE 9g2. NUMBER OF DAYS

10. CONSTRUCTION CONTRACT DATA  
(Not applicable at completion of design or engineering services not involving construction.)

10a. CONSTRUCTION COSTS \$	10a(1). AUTHORIZED CONSTRUCTION COST \$	10a(2). A-E ESTIMATE FOR BID ITEMS AWARDED \$	10a(3). AWARD AMOUNT \$
10b. DATA AT TIME OF CONSTRUCTION COMPLETION (Completion date _____)		NUMBER	TOTAL COST
10b(1). CONSTRUCTION MODIFICATIONS			\$
10b(2). CONSTRUCTION MODIFICATIONS ARISING FROM DESIGN DEFICIENCIES			\$

11. A-E LIABILITY ☐ NONE ☐ UNDETERMINED ☐ PENDING \$ \_\_\_\_\_ ☐ SETTLEMENT \$ \_\_\_\_\_

12. OVERALL RATING <input type="checkbox"/> EXCELLENT <input type="checkbox"/> ABOVE AVERAGE <input type="checkbox"/> AVERAGE <input type="checkbox"/> BELOW AVERAGE <input type="checkbox"/> POOR	13. RECOMMENDED FOR FUTURE CONTRACTS? <input type="checkbox"/> YES <input type="checkbox"/> CONDITIONALLY <input type="checkbox"/> NO (Explain no or conditional in REMARKS on reverse)
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14a. NAME, TITLE AND OFFICE OF RATING OFFICIAL	15a. NAME, TITLE AND OFFICE OF REVIEWING OFFICIAL
PHONE NUMBER:	PHONE NUMBER:
14b. SIGNATURE	15b. SIGNATURE
14c. DATE	15c. DATE (Official Report date)

AGENCY USE: (Distribution, etc.)

**QUALITY OF A-E SERVICES BY DISCIPLINE****16.***(Completion mandatory for both DESIGN and CONSTRUCTION phases evaluations and Engineering Services Evaluations)*

16a.	DISCIPLINES (if applicable)	DESIGN/SERVICES			CONSTRUCTION			16b.	DISCIPLINE, NAME AND ADDRESS OF KEY CONSULTANT(S) (if applicable)
		OUT- STANDING	SATIS- FACTORY	UNSATIS- FACTORY	OUT- STANDING	SATIS- FACTORY	UNSATIS- FACTORY		
	ARCHITECTURAL								
	STRUCTURAL								
	CIVIL								
	MECHANICAL								
	ELECTRICAL								
	FIRE PROTECTION								
	SURVEY AND MAPPING								
	COST ESTIMATING								
	VALUE ENGINEERING								
	ENVIRONMENTAL ENGINEERING								
	GEOTECHNICAL ENGINEERING								
	MASTER PLANNING								
	HYDROLOGY								
	CHEMICAL ENGINEERING								
	GEOLOGY								

**17. DESIGN PHASE OR ENGINEERING SERVICES:***(Quality of A-E Services Evaluation)*

ATTRIBUTES	N/A	OUT- STANDING	SATIS- FACTORY	UNSATIS- FACTORY
THOROUGHNESS OF SITE INVESTIGATION				
QUALITY CONTROL PROCEDURES AND EXECUTION				
PLANS/SPECS ACCURATE AND COORDINATED				
PLANS CLEAR AND DETAILED SUFFICIENTLY				
MANAGEMENT AND ADHERENCE TO SCHEDULES				
MEETING COST LIMITATIONS				
SUITABILITY OF DESIGN OR STUDY RESULTS				
SOLUTION ENVIRONMENTALLY SUITABLE				
COOPERATIVENESS AND RESPONSIVENESS				
QUALITY OF BRIEFING AND PRESENTATIONS				

**18.** HOW MANY 100% FINAL RESUBMITTALS WERE REQUIRED BECAUSE OF POOR A-E PERFORMANCE? \_\_\_\_\_

**19. CONSTRUCTION PHASE:***(Quality of A-E Services Evaluation)*

ATTRIBUTES	N/A	OUT- STANDING	SATIS- FACTORY	UNSATIS- FACTORY
PLANS CLEAR AND DETAILED SUFFICIENTLY				
DRAWINGS REFLECT TRUE CONDITIONS				
PLANS/SPECS ACCURATE AND COORDINATED				
DESIGN CONSTRUCTIBILITY				
COOPERATIVENESS AND RESPONSIVENESS				
TIMELINESS AND QUALITY OF PROCESSING SUBMITTALS				
PRODUCT AND EQUIPMENT SELECTIONS READILY				
TIMELINESS OF ANSWERS TO DESIGN QUESTIONS				
FIELD CONSULTATION AND INVESTIGATIONS				
QUALITY OF CONSTRUCTION SUPPORT SERVICES				

**20.** REMARKS *(Attach additional Sheet(s) or Documentation if necessary)*