**1002 – Consultant Performance Evaluation**

The Project Manager of Division Facilities Management and Safety will evaluate each Project’s Architect-Engineer and/or the appropriate Sub-consultants using the following criteria and forward this evaluation to the Director of CCPA.

# Consultant Name:

1-Unsatisfactory 2-Poor

3-Fair 4-Good

5-Excellent

N/A-Not Applicable

# Performance Criteria:

1. Conform to the Architect-Engineer’s Contract and to standards of good workmanship.
2. Adhere to Contract Schedules.
3. Evaluate the consultant’s ability to contain cost and minimize change orders.
4. Comply with all laws and regulations in regard to worker pay, safety and EEO requirements.
5. Cooperate with Project Management team.
6. Comply with all applicable codes and requirements.
7. Overall Project Management skills.
8. Evaluate the overall project satisfaction with the Consultant and the resultant construction deliverable.

The Project Manager can provide comments and examples:

The Architect-Engineer will be advised that this evaluation may be performed by the Project Manager at the Initial Meeting. A copy of the evaluation shall be forwarded to the Principle of the firm who signed the Contract.

1002 - Consultant Performance Evaluation – January 31, 2023 1002-1