

Project Deliver Method Selection Form

Date:

Name and Title of Evaluator: _____

Project Title: _____

Project Location: _____

Estimated Project Cost: _____

Project Completion Date: _____

Project Scope: _____

In order to complete the Project Delivery Method Selection Matrix, the evaluator needs to know:

1. The type of delivery schedule – Flexible, Fixed or compressed.
2. The expectation scope changes will occur – has a scope acceptance letter been signed by the customer? If so, scope changes are less likely to occur. Was the contractor involved with the design review? If so, scope changes are less likely to occur. Was there a thorough design review by Maintenance, Facilities Management and other District stakeholders? If so, scope changes are less likely to occur.
3. The project size:
 - a. Small – The project scope requires 1-4 trades, can be accomplished in 1 - 14 calendar days, requires little or no design, the project value is estimated at less than \$50,000.
 - b. Medium - The project scope requires 1 or more trades, can be accomplished in under 60 days, the project value is estimated at less than \$200,000.
 - c. Large - The project scope requires 1 or more trades, requires more than 30 calendar days to complete, requires little or no design, the project value is estimated at \$200,000 or more.
4. The risks that one can reasonably expect to occur and impact the project’s schedule or cost. This shall be calculated using the following risk assessment:

Risk Assessment - Assign one point for each risk factor that is likely to occur.

Risk Factor	Score	Comments
Weather		
Long lead time for materials and equipment		
Limited availability of labor, material and equipment		
Potential for design errors or omissions		
Likelihood of scope changes		
Unknown site conditions		
Occupant impacts		
Project with a compressed schedule		
Project with a fixed delivery date		
Complex project		
TOTAL SCORE (0 - 10):		

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Delivery Method	Delivery Schedule	Scope Changes	Project Size	Risk	Other Considerations
Design-Bid-Build	Fixed	No	All	0 - 2	
Design-Build	Fixed, Compressed	No	Medium, Large	0 - 5	
CM at Risk	All	Yes	Medium, Large	0 - 10	
In-House Work Force	Fixed, Flexible	Yes	Small	0 - 2	

Other Considerations - apply the below note(s) followed by a comment to justify the note.

- (1) In-House Work Force shall be removed from consideration if the Maintenance work load or work order back log prohibits (has work orders more than 30 calendar days old) its use.
- (2) CMAR and Design-Build shall be considered for all projects with compressed schedules.
- (3) This risk makes this delivery method unavailable for this project.
- (4) Other.

Delivery Method Selected: _____