

CONFIDENTIAL

CONFIDENTIAL

MEMORANDUM FOR THE RECORD

SUBJECT: Scoring Evaluation of A&E Firms for New Headquarters Building

1. Evaluation was based on the following criteria which was published, without weights, in Commerce Business Daily on 9 February 1982.

- o Organization of Project Team and Ability to Meet Schedule 30%
- o Design & Planning Ability 25%
- o Experience 25%
- o Security Control 10%
- o Installed Computer Graphics 10%

2. Members of the Evaluation Board were given the responsibility of reporting to the Board on assigned criteria. Two-person technical teams were established for each criteria to assist the Board members in preparing the evaluation.

3. Board members were instructed to rank all firms in order of priority, assigning 100 points to the top firm, 0 points to the lowest firm and appropriate relative values to the others. Attachments A through E are copies of the evaluations for the five criteria.

4. Upon completion of the criteria ranking, the Building Planning Staff factored the preassigned weights listed in paragraph 1 and prepared a ranking tabulation based upon total points achieved. Attachment F is a copy of this tabulation.

OL 2 1381

Downgrade to UNCLASSIFIED
When Separated from Attachments

CONFIDENTIAL

CONFIDENTIAL

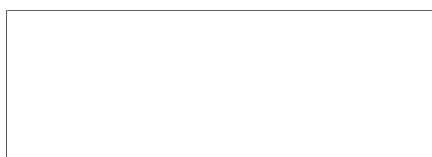
5. The individual criteria rankings and the total value rankings were presented to the Evaluation Board on 10 March 1982. The Board approved the rankings as presented and selected the following top three firms for further consideration.

Smith, Hinchman & Grylls Associates, Inc.

CRS/Sirrine, Joint Venture

The Association of VVKR, Inc./Dewberry & Davis/
Everett I. Brown

6. Personal interviews with these firms will be scheduled during the week of 12 April 1982.



STAT

Secretary
A&E Evaluation Board

Attachments:
As Stated

Distribution:

- ~~Orig~~ - OL/BPS (Official), w/atts
- 1 - ea Evaluation Board member, w/atts
- 1 - EB Secretary, w/atts
- 1 - L&PLD/OGC, w/atts
- 2 - C/PD/OL, w/atts
- 1 - OL Reader, w/atts
- 1 - OL/BPS Chrono, w/atts

OL/BPS



(02 Apr 82)

STAT