

**Design for the Expansion of the Memphis Zoo Parking Lot
Design Team Proposal Grading Form**

Team Name: _____

Grader Name: _____

	Available Points	Points Given
1. Are design team members registered professionals? Are they experienced? Comments:	10	_____

2. What is the past experience in the required disciplines with the City and other clients?

A.	ADA Compliance	1	
B.	Architecture	1	
C.	Civil Engineering	1	
D.	Construction Administration Services	1	
E.	Construction Bid Package Preparation/Administration	1	
F.	Cost Estimating	1	
G.	Drainage Analysis and Design	1	
H.	Electrical Engineering	1	
I.	Geotechnical Engineering	1	
J.	Landscaping/Irrigation Design	1	
K.	Lighting Design	1	
L.	Low Impact Development Design	1	
M.	Parking Circulation Design	1	
N.	Parking Lot Design	1	
O.	Parking Management System Design	1	
P.	Public Involvement and Stakeholder's Meetings	1	
Q.	Roadway/Pavement Design	1	
R.	Structural design and review	1	
S.	Surveying	1	
	Total:	19	

Comments:

3. Specific experience and position within the firm of key individuals to be involved with the project. Comments:	10	_____
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4. Specific experience of overall design team in the design of parking lot layouts and parking management systems	10	_____
Comments:		
5. Did the proposal provide the proposed approach the design team will take in providing the specific design services requested and the proposed staffing including full time and part time members.	10	_____
Comments:		
6. Was an organization chart provided showing the team's member firms, if more than one? Did the chart reflect the individuals who will be team members?	10	_____
Comments:		
7. Was a one page resume of the key individuals provided who will have a role on the design team?	10	_____
Comments:		
8. Is the lead firm a local (City of Memphis/Shelby County) architectural or engineering design firm?	10	_____
Comments:		
9. Were any City of Memphis certified EBO firms included on the design team? If so, was their respective role(s) defined? Assign 5 points for each EBO firm utilized. Maximum 20 points	20	_____
Comments:		
TOTAL POINTS:	109	_____