Attachment 1 – Methodology Questionnaire

(You may attach additional pages to this document if needed.)

1. Describe your organization's concepts for working in a team relationship with the Owner and Firm during the design and construction of major projects. Describe your organization's ability to recommend alternative approaches and products during the design phase to assist the Owner in maintaining the project budget. Describe your organization's methods for estimating costs, and for scheduling during the design/document phases. Which (one or more) of your projects listed as references best exemplify these concepts and experience?

2. Cost Estimates: Attach a sample conceptual cost estimate prepared during the design phase of a project, and a sample of the final cost estimate/breakdown used to fix the contract amount for the construction of the same project. (The identity of the project may be concealed. The intent is to see the nature and format of the cost information provided.).

3. Schedules: Attach a sample of a schedule for the past three (3) Office Renovation projects completed. Include the initial schedule and the final schedule.

4. Constructability Reviews: Attach a sample constructability review prepared during the Construction Document Phase of a project. (The identity of the project may be concealed. The intent is to see the nature and format of the cost information provided.)

5. Savings: Describe your organization's concept for the generation of savings during construction. Give specific examples of actions taken on previous projects that resulted in savings for the Owner.

6. Cost Information: Your firm would be required to make all cost information during design and construction available to Owner. Describe how this information would be furnished and how the Owner would be assured that it is complete and accurate.