Design Team Selection

1. Introductions

2. Selection Methods
   - Selection Process Principles
   - Project Manager’s Role
   - Differentiation between Project Delivery Methods and Selection Methods
   - Types of Selection Methods
   - Best Practices

3. Selection Committees
   - Composition
   - Orientation
   - Leadership
   - Best Practices
   - Solicitation Documents
   - The Basics
   - Proposal/Process Instruction and Information
   - Project and Owner Information
   - Respondent Questions
   - Steps Upfront
   - Best Practices

5. Evaluation and Scoring
   - Evaluation Criteria/Factors
   - Evaluation Best Practices
   - Scoring Systems
   - Scoring Best Practices

6. Interview Process
   - Interview Planning
   - Prescriptive versus Open-Ended Process
   - Other Considerations
   - Ten Good Questions
   - Best Practices
7. Selection and Epilogue

- Considerations
- Debriefings

8. Other Considerations
9. Behind the AE Curtain

10. Negotiation Phase

- Primer
- Considerations
- Fee Proposal Examples
- Percentages and Fee Curves
- Best Practices

11. Conclusion