

# DESIGN TEAM SELECTION

## course outline



### 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 Methods

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

### 4. Evaluation and Scoring

- Evaluation Criteria/Factors
- Evaluation Best Practices
- Scoring Systems
- Scoring Best Practices

### 5. Interview Process

- Interview Planning
- Prescriptive versus Open-Ended Process
- Other Considerations
- Ten Good Questions
- Best Practices

### 6. Selection and Epilogue

- Considerations
- Debriefings

### 7. Other Considerations

### 8. Behind the AE Curtain

### 9. Negotiation Phase

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

### 10. Conclusion