

## **Conduct Evaluation**

The Site Evaluation Committee reviews and discusses the criteria spreadsheet (evaluation matrix) for the proposed sites.

Each individual criterion is given a score from 1 to 3, with 3 being the highest score.

Any site that does not meet minimum criteria is considered to have a fatal flaw and evaluation ceases on that site.

Scoring is summarized and most appropriate site/s is/are determined.

## Project Manager forms a Site Evaluation Committee

## This committee would include:

University Planning Officer

Representative from Physical Plant Department (PPD)

Representative from Office of Capital Projects (OCP)

Representative from Information Technology Services (ITS)

Representative from Real Estate Department

Two Representatives from the department/area for project (the user agency)

Representative from Executive Vice President level, depending on where the project is located

- Academic
- Health Sciences
- Hospital