QBS: What should be included in the criteria & evaluation?

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Qualification–Based Selection (QBS) is a procurement process used by state and local agencies in Ohio to select Architects and Engineers for design contracts. In this process, contracts are negotiated based on proven expertise and qualifications, without considering price during the evaluation.

Here's what you should include in the QBS evaluation and criteria process:

1. **Initial Qualification Review:** Evaluate qualifications submitted by interested firms or individuals. Rank respondents based on their expertise, experience, and competence.

2. **Selection Criteria:** Explicitly define selection criteria in the Request for Qualifications (RFQ). Criteria may include factors such as relevant project experience, technical skills, team composition, and past performance.

3. **Ranking and Evaluation:** The selection committee ranks firms based on the published criteria. Consider factors like project complexity, innovation, and capacity to address emerging societal issues (e.g., sustainability)

4. **Negotiation and Contracting:** After the selection of most qualified firm, the public entity shall enter into negotiations with the firm. The parties should aim for a mutually agreeable contract that aligns with the project scope. Through an open negotiation process that allows each party to provide input and participate in open discussions, both the public agency, and the Architect or Engineer benefit.

QBS allows public agencies to develop collaborative relationships with highly–qualified design professionals while saving time and money by focusing on expertise rather than price. QBS is a fair, well-documented, and effective process that prioritizes expertise over price. It improves project planning, reduces costs, and enhances efficiency. QBS ensures cost–effectiveness, lowers risks, and results in better projects with highly satisfied owners. For more information on QBS, you can contact AIA Ohio at 614-221-0338 or email us at AIAOhio@assnoffices.com

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