


The Selection of the Civil Engineer

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General

- The selection and engagement of a Civil Engineer is one of the most important decisions to be made during the development of an engineering project.
- No two Civil Engineers have the same training, experience, capabilities, personnel, workloads and particular abilities.
- Selection of the most qualified Civil Engineer for a specific project will result in a well-planned and designed, economical and successful project.



Basis for Selection

- The client should establish administrative policy and criteria for the selection of qualified Civi Engineers for particular projects.
- The client's first ste is to define the proposed scope of the project.

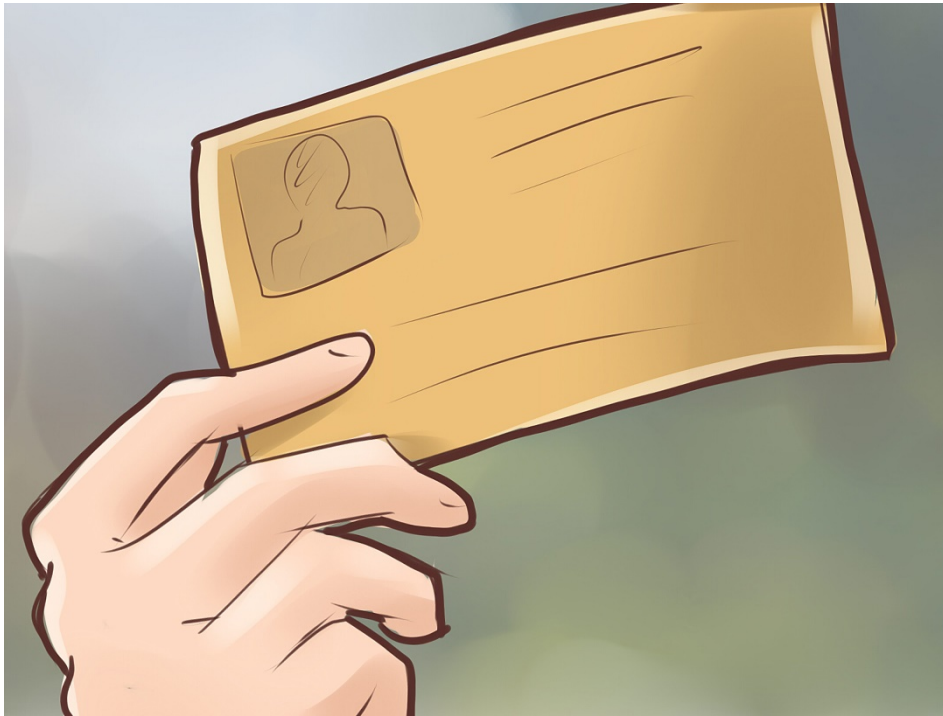
Some of the factors that should be considered in the selection process are:



1. REPUTATION



2. RESPONSIBLE AND REGISTERED



3. QUALIFIED AND EXPERT



4. PUNCTUAL



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5. FINANCIALLY EQUIPPED



Client's Selection Committee

- Within the client's organization there should be an established administrative policy for designating the persons authorized to select or recommend selection of Civil Engineers for specific assignments.
- One satisfactory procedure is to utilize a selection committee of three or more individuals, at least one of whom is a professional engineer of the appropriate discipline.
- For public projects, the client must choose individuals who demonstrate objectivity in order to avoid the appearance of a conflict of interest in the selection of the Civil Engineer.



QUALIFICATION-BASED SELECTION (QBS) PROCEDURE

THE CLIENT'S USUAL STEPS IN THE SELECTION PROCEDURE

- 1 . By invitation or by public notice, state the general nature of the project, the service required, and request statements of qualifications and experience from Civil Engineers who appear to be capable of meeting the project requirements.

2. Prepare a budget for the staff time and cost that can be expected from potential Civil Engineer prior to the receipt of the RFQs or RFPs.
3. Evaluate the statements of qualifications received. Select at least three Civil Engineers or firms that may appear to be best qualified for the specific project.

4. Write a letter to each Civil Engineer
or selected for further consideration describing the proposed project in detail, including a project scope and outline or services required, and asking for the proposal describing in detail the Civil Engineer's plan for managing and performing the required services, the personnel to be assigned, the propose schedule, and experience with similar project.

5. Invite the Civil Engineers or firms to meet individually with the selection committee for interviews and discussions of the desired end results of the project and the engineering services required.

6. Check with recent clients of each Civil Engineer or firm to determine the quality of their performance.

7. List the Civil Engineer or firms in order of preferences, taking into account their approach and understanding of the project, reputation, experience, financial standing, and personnel available.

8. Invite the Civil Engineer considered to be best qualified to develop a detailed scope. List of deliverables and schedule, and to negotiate fair compensation for the services.

9. The compensation proposed by the Civil Engineer should be evaluated on the basis of the clients experience and budget estimate.

10. If the satisfactory agreement is not reach with the first Civil Engineer, the negotiation should be terminated and the Civil Engineer or firm be notified in writing to that effect. Similar negotiations should then be held with the second Civil Engineer or firm and, if necessary, with the third Civil Engineer or firm.

11. When the agreement has been reached on scope, schedule and compensation, the client and selected Civil Engineer should formalize their agreement in a written contract.

SELECTION PROCEDURE FOR “LEVEL OF EFFORT” CONTRACTS

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- A “level of effort” type of contract for engineering services is a contract procedure used to supplement a client staff, either by providing an extension to existing disciplines and capabilities already on board by adding special disciplines not available on the client staff.

BIDDING

- An offer (often competitive) to set a price by an individual or business for service or product.

- Professional engineering and architectural societies, recognize QBS as the preferred method for procurement of professional services.

- Selection of civil engineers and related service professionals including consultants and sub consultants on construction projects, should result from competition based on the qualifications and resources best suited to complete a project successfully in terms of performance quality and cost effectiveness.
- Qualification and resources, skills, capabilities are paramount considerations in engaging engineering services

REASONS WHY BIDDING FOR CONSULTING CIVIL ENGINEERING OFTEN PRODUCES UNSATISFACTORY RESULTS FOR CLIENT

1. Bidding does not recognize professional judgement.
2. It is virtually impossible to completely detail in advance the scope of services required for an engineering project especially for the study and preliminary phases.
3. In-dept studies and analyses by the consulting civil engineer are not likely to be performed .

4. Consulting civil engineer's ability to be flexible and creative is severely limited

5. The engineering designs are likely to be minimal in completeness with the details left to the contractor

TWO – ENVELOPE SYSTEM

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- The **two - envelope system** involves submission of a *technical proposal* in one envelope and a *price proposal* in a second envelope. The client then evaluates the technical proposals and selects the best qualified civil engineer based on that consulting civil engineer's technical proposal. At this point in the selection procedure, the client opens the price proposal submitted in the second envelope and uses this as a basis for negotiation of contract and fees.

THE END.