

*Appendix 14*

## Value Engineering Worksheet: Evaluations and Prioritizations

Fill out the left column with the alternative proposals and their net cost savings. Use this form to individually rate and rank the proposals after a thorough explanation of each. Most column questions can be answered with a yes or a no. Count each yes as a 1; each no as a 0. Total each alternate across horizontally. The last two columns (Subjective 1 and 2) are for the group discussion after each member has given a numeric total for every alternate up to that point. After the group discussion, then rank the accepted alternative proposals (first to last) until the cost-savings amount equals your goal. Again, discussion and consensus are the keys.

| QUESTIONS<br>►<br>▼ ALTERNATES                              | <b>Is this structural?</b><br>A component of the building—hard to add later—versus a decorative element. | <b>Is it essential to the mission</b><br>or function of worship as we see it? | <b>Did we promise</b><br>(or strongly suggest) to the parish that this would be included? | <b>Cost/Timing:</b><br>Does it cost significantly less to do it now than it would to add it later? | <b>Value:</b> Do we believe parishioners will feel it is worth the money? | <b>Quality:</b> Is the alternate better quality than the bid item (will it last longer; cost less to maintain)? | <b>Subjective 1:</b><br>What positive effects will occur if we do it? | <b>Subjective 2:</b><br>What negative effects will occur if we do it? | Numeric TOTAL |
|---|--|---|---|--|---|---|---|---|---------------|
| Alternative #1<br>Name/<br>Description<br>Est. Cost Savings |  |   |   |  |   |   |   |   |               |
| Alternative #2<br>Name/<br>Description<br>Est. Cost Savings |  |   |   |  |   |   |   |   |               |
| Alternative #3<br>Name/<br>Description<br>Est. Cost Savings |  |   |   |  |   |   |   |   |               |
| Alternative #4<br>Name/<br>Description<br>Est. Cost Savings |  |   |   |  |   |   |   |   |               |
| Alternative #5<br>Name/<br>Description<br>Est. Cost Savings |  |   |   |  |   |   |   |   |               |

Duplicate as needed for the number of value-engineered items or alternates