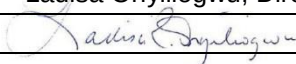




**DEPARTMENT OF PURCHASING &  
CONTRACT COMPLIANCE**

**CONTRACTORS PERFORMANCE REPORT**

|                                            |   |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
|--------------------------------------------|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------|--|---------------------|--|
| Report Period Start                        |   | Report Period End                                                                                                                                                                                                                                                                                                                                                   |  | Contract Period Start                                                                                  |  | Contract Period End |  |
| 10/1/2021                                  |   | 12/31/2021                                                                                                                                                                                                                                                                                                                                                          |  | 1/1/2021                                                                                               |  | 12/31/2021          |  |
| Purchaser Order Number                     |   |                                                                                                                                                                                                                                                                                                                                                                     |  | Purchase Order Date                                                                                    |  |                     |  |
|                                            |   |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
| Department – Department of Senior Services |   |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
| Bid Number 118RFP11228A-FB                 |   |                                                                                                                                                                                                                                                                                                                                                                     |  | Service Commodity – Aging Services                                                                     |  |                     |  |
|                                            |   |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
| Contractor – Senior Services North Fulton  |   |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
| <b>Performance Rating</b>                  |   |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
| 0 = Unsatisfactory                         |   | Archives contract requirements less than 50% of the time not responsive, effective and/or efficient; unacceptable delay; incompetence; high degree of customer dissatisfaction.                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
| 1 = Poor                                   |   | Archives contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customer somewhat satisfied.                                                                                                                                               |  |                                                                                                        |  |                     |  |
| 2 = Satisfactory                           |   | Archives contract requirements 80% of the time. Generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.                                                                              |  |                                                                                                        |  |                     |  |
| 3 = Good                                   |   | Archives contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied                                                                                                                          |  |                                                                                                        |  |                     |  |
| 4 = Excellent                              |   | Archives contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers' expectations are exceeded.                                                                                                                                              |  |                                                                                                        |  |                     |  |
| 1. Quality of Goods/Services               |   |                                                                                                                                                                                                                                                                                                                                                                     |  | (Specification Compliance – Technical Excellence –<br>Reports/Administration – Personnel Qualification |  |                     |  |
|                                            | 0 | The contractor is in compliance with providing the service delivery model of Aging Services which includes Case Management, Congregate Dining, Neighborhood Senior Center, Volunteer Services and Home Delivered Meals. The contractor provides monthly reports, and weekly reports on time. All the staff have the skills to provide the services in the contract. |  |                                                                                                        |  |                     |  |
|                                            | 1 |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
|                                            | 2 |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
| X                                          | 3 |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |
|                                            | 4 |                                                                                                                                                                                                                                                                                                                                                                     |  |                                                                                                        |  |                     |  |

|                                               |   |                                                                                                                                                                                                                |                |
|-----------------------------------------------|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 2. Timeliness of Performance                  |   | (Were Milestones Met Per Contract – Response Time (per agreement, if applicable) – Responsiveness to Directions/Change – On Time Completion Per Contract)                                                      |                |
|                                               | 0 | The contractor provides a great response time per the agreement. The contractor has and will initiate an action plan if there are any changes needed.                                                          |                |
|                                               | 1 |                                                                                                                                                                                                                |                |
|                                               | 2 |                                                                                                                                                                                                                |                |
| X                                             | 3 |                                                                                                                                                                                                                |                |
|                                               | 4 |                                                                                                                                                                                                                |                |
| 3. Business Relations                         |   | (Responsiveness to Inquires – Prompt Problem Notifications)                                                                                                                                                    |                |
|                                               | 0 | The contractor will respond via telephone or email if there are issues or inquiries with the service delivery model. The contractor is very helpful to assist and find resolutions to any problems in service. |                |
|                                               | 1 |                                                                                                                                                                                                                |                |
|                                               | 2 |                                                                                                                                                                                                                |                |
| X                                             | 3 |                                                                                                                                                                                                                |                |
|                                               | 4 |                                                                                                                                                                                                                |                |
| 4. Customer Satisfaction                      |   | (Met User Quality Expectations – Met Specification – Within Budget – Proper Invoicing – So Substitutions)                                                                                                      |                |
|                                               | 0 | The contractor provides proper invoicing and documentation. The contractor stays within the allocated budget.                                                                                                  |                |
|                                               | 1 |                                                                                                                                                                                                                |                |
|                                               | 2 |                                                                                                                                                                                                                |                |
| X                                             | 3 |                                                                                                                                                                                                                |                |
|                                               | 4 |                                                                                                                                                                                                                |                |
| 5. Contractors Key Personnel                  |   | (Credentials/Experience Appropriate – Effective Supervision/Management – Available as Needed)                                                                                                                  |                |
|                                               | 0 | The contractor credentials are aligned with the needed experience and appropriateness to deliver the services for Aging Services.                                                                              |                |
|                                               | 1 |                                                                                                                                                                                                                |                |
|                                               | 2 |                                                                                                                                                                                                                |                |
| X                                             | 3 |                                                                                                                                                                                                                |                |
|                                               | 4 |                                                                                                                                                                                                                |                |
| Overall Performance Rating                    |   | 3.0                                                                                                                                                                                                            | Date 2/28/2022 |
| Would you select/recommend this vendor again? |   | Yes                                                                                                                                                                                                            |                |
| Rating completed by:                          |   | Andre M. Danzy, Program Manager                                                                                                                                                                                |                |
| Department Head Name:                         |   | Ladisa Onyiliogwu, Director                                                                                                                                                                                    |                |
| Department Head Signature                     |   |                                                                                                                            |                |