

**Department of Purchasing & Contract Compliance**

**Contractor's Performance Report**  
**Professional Services**

<b>Report Period Start</b>	<b>Report Period End</b>	<b>Contractor Period Start</b>	<b>Contractor Period End</b>
01/21/2021	01/21/2021	02/17/2021	12/31/2021
<b>P.O. Number</b>			<b>P.O. Date</b>
20RFP1212B-EC			
<b>Department</b>	External Affairs		
<b>Bid Number</b>	20RFP1212B-EC		
<b>Service Commodity</b>	External Grant Writing Professional Services		
<b>Contractor</b>	Strategic Funding Group, Inc.		
<p><b>O = Unsatisfactory</b> Achieves contract requirements less than 50% of the time; not responsive, effective and/or efficient; unacceptable delay, incompetence; high degree of customer dissatisfaction.</p> <p><b>1 = Poor</b> Achieves contract requirements 70 % of the time; marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat dissatisfied.</p> <p><b>2 = Satisfactory</b> Achieves contract requirements 80 % of the time; generally responsive, effective and/or efficient; delays are excusable and result in minor program adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.</p> <p><b>3 = Good</b> Achieves contract requirements 90 % of the time; usually responsive, effective and/or efficient; delays have no impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.</p> <p><b>4 = Excellent</b> Achieves contract requirements 100 % of the time; immediately responsive, highly effective and/or efficient; no delays; key employees are experts and require minimal directions; customers' expectations are exceeded.</p>			
<b>Quality of Goods and Services</b>			
4 (Excellent)	Comments: Contractor achieved the excellent levels of performance and product satisfaction as team provides high quality proposals.		
<b>Timeliness of Performance</b>			
4 (Excellent)	Comments: Contractor provides timely service and is responsive to the needs of departmental clients.		
<b>Business Relations</b>			
4 (Excellent)	Comments: Contractor provides timely reports, updates, business documents and works well with all departmental teams.		
<b>Customer Satisfaction</b>			
4 (Excellent)	Comments: County departments give the contractor highest satisfaction feedback.		
<b>Contractors Key Personnel</b>			
4 (Excellent)	Comments: Key personnel are highly qualified with successful grant writing annual awards of \$72 million and directly engage departmental leaders/staff.		
<b>Overall Performance Rating = 4.0</b>			
Would you select/recommend this contractor again? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<b>Rating Completed by:</b> Fran Calhoun, Division Manager, IGA		
<b>Department Head</b>	Jessica Corbitt	<b>Department Head Signature</b>	<b>Date</b>