



DEPARTMENT OF PURCHASING &  
CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT

CONSTRUCTION SERVICES

|                                  |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |                     |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Report Period Start              | Report Period End                                                                                                                                                                                                                                                                      | Contract Period Start                                                                                                                                                                                                                           | Contract Period End |
| April 1, 2022                    | June 30, 2022                                                                                                                                                                                                                                                                          | January 1, 2022                                                                                                                                                                                                                                 | December 31, 2022   |
| Purchaser Order Number           |                                                                                                                                                                                                                                                                                        | Purchase Order Date                                                                                                                                                                                                                             |                     |
| PO 540 19ITB122250K-EC(A)R2      |                                                                                                                                                                                                                                                                                        | February 28, 2022                                                                                                                                                                                                                               |                     |
| Department                       |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |                     |
| Public Works                     |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |                     |
| Bid Number                       |                                                                                                                                                                                                                                                                                        | Service Commodity                                                                                                                                                                                                                               |                     |
| 19ITB122250K-EC(A)               |                                                                                                                                                                                                                                                                                        | Standby Miscellaneous Construction Water                                                                                                                                                                                                        |                     |
| Contractor                       |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |                     |
| Site Engineering, Inc.           |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |                     |
| Performance Rating               |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |                     |
| 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. Project Development           |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |                     |
|                                  |                                                                                                                                                                                                                                                                                        | (Specification Compliance – Technical Excellence – Reports/Administration – Personnel Qualification)                                                                                                                                            |                     |
| <input type="radio"/>            | 0                                                                                                                                                                                                                                                                                      | The Contractor follows the specifications for the work. They have the technical and personnel qualifications required to complete the work. The Contractor submits the required reports and they have excellent administration of the projects. |                     |
| <input type="radio"/>            | 1                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                 |                     |
| <input type="radio"/>            | 2                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                 |                     |
| <input type="radio"/>            | 3                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                 |                     |
| <input checked="" type="radio"/> | 4                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                 |                     |
| 2. Design                        |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |                     |
|                                  |                                                                                                                                                                                                                                                                                        | (Were Milestones Met Per Contract – Reliability<br>- Responsiveness to Directions/Change<br>- On Time Completion Per Contract - Liquidated Damages)                                                                                             |                     |
| <input type="radio"/>            | 0                                                                                                                                                                                                                                                                                      | Milestones were met per the contract. They are extremely reliable. They are responsive to changes in direction and complete all projects on time. No liquidated damages were assigned on their projects.                                        |                     |
| <input type="radio"/>            | 1                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                 |                     |
| <input type="radio"/>            | 2                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                 |                     |
| <input type="radio"/>            | 3                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                 |                     |
| <input checked="" type="radio"/> | 4                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                 |                     |

|                                  |   |                                                                                                                                                                                                                                                                     |
|----------------------------------|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3. Award - Proposal Development  |   | (Timeless/Due Duties - Reasonable/Cooperative - Flexible/Motivated)                                                                                                                                                                                                 |
| <input type="radio"/>            | 0 | All proposed developments were completed on time. Contractor was extremely reasonable, cooperative, flexible, and motivated.                                                                                                                                        |
| <input type="radio"/>            | 1 |                                                                                                                                                                                                                                                                     |
| <input type="radio"/>            | 2 |                                                                                                                                                                                                                                                                     |
| <input type="radio"/>            | 3 |                                                                                                                                                                                                                                                                     |
| <input checked="" type="radio"/> | 4 |                                                                                                                                                                                                                                                                     |
|                                  |   |                                                                                                                                                                                                                                                                     |
| 4. Constructions                 |   | (Mobilization Timely - Were Milestones Met - Met/Exceeded Specification - Within Budget Performance - Proper Invoicing - Quality of Work Responsive to Owner)                                                                                                       |
| <input type="radio"/>            | 0 | They Contractor mobilized timely on all projects and met all milestones. The contractor exceeded the specifications and were within budget. The performance was excellent. Invoicing was proper. Quality of work and the responsiveness to the Owner was excellent. |
| <input type="radio"/>            | 1 |                                                                                                                                                                                                                                                                     |
| <input type="radio"/>            | 2 |                                                                                                                                                                                                                                                                     |
| <input type="radio"/>            | 3 |                                                                                                                                                                                                                                                                     |
| <input checked="" type="radio"/> | 4 |                                                                                                                                                                                                                                                                     |
|                                  |   |                                                                                                                                                                                                                                                                     |
| 5. Contractors Key Personnel     |   | (Credential/Experience Appropriate- Effective Supervision/Management - Available as Needed)                                                                                                                                                                         |
| <input type="radio"/>            | 0 | The Contractors Key Personnel were excellent with the proper credentials and experience. They provided effective supervision and project management. Additional support was available as needed.                                                                    |
| <input type="radio"/>            | 1 |                                                                                                                                                                                                                                                                     |
| <input type="radio"/>            | 2 |                                                                                                                                                                                                                                                                     |
| <input type="radio"/>            | 3 |                                                                                                                                                                                                                                                                     |
| <input checked="" type="radio"/> | 4 |                                                                                                                                                                                                                                                                     |

|                                               |                                         |                             |              |
|-----------------------------------------------|-----------------------------------------|-----------------------------|--------------|
| Overall Performance Rating                    | 4.40                                    | Date                        | June 8, 2022 |
| Would you select/recommend this vendor again? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |              |
| Rating completed by:                          | Timothy P. Mullen, P.E. <i>T.P.M.</i>   |                             |              |
| Department Head Name:                         | David E. Clark, P.E.                    |                             |              |
| Department Head Signature                     | <i>DE Clark</i>                         |                             |              |

After you have completed filling out the form:

Submit the for to Purchasing

Print a copy of the form

Save the form

Submit

Print

Save