



**DEPARTMENT OF PURCHASING &
CONTRACT COMPLIANCE**

CONTRACTORS PERFORMANCE REPORT

PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
10/1/2022	12/30/2022	09/17/2019	08/17/2024
Purchaser Order Number		Purchase Order Date	
540 19SC117844K-DB		09/24/2019	

Department	
Public Works	
Bid Number	Service Commodity
19 RFP11784K-DB	

Contractor	
Gresham Smith & Partners	

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. Quality of Goods/Services		(Specification Compliance – Technical Excellence – Reports/Administration – Personnel Qualification)
<input type="radio"/>	0	Comments: All submittal reviews and inspection efforts have been completed to a high quality and are submitted to Fulton County on time for review and comment. They have been excellent in transmission of reports, executing submittals, and thorough work on inspection of the various elements of the site. The team has the required expertise to create
<input type="radio"/>	1	
<input type="radio"/>	2	
<input type="radio"/>	3	
<input checked="" type="radio"/>	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)
<input type="radio"/>	0	Comments: Gresham Smith's team has met or exceeds our expectation on milestones we have set. They are very responsive to the time we have given them to address our questions, inspect our site and submit and review submittals. They are on time and able to complete the work per our contract.
<input type="radio"/>	1	
<input type="radio"/>	2	
<input type="radio"/>	3	
<input checked="" type="radio"/>	4	

3. Business Relations		(Responsiveness to Inquires – Prompt Problem Notifications)
<input type="radio"/>	0	Comments: The project manager and his team are very responsive to inquiries and promptly notified us of any issue we need to respond to involving inspection or submittals. As the work moves to more of the mechanical equipment in the Dewatering Building, we have different levels of professional on their team.
<input type="radio"/>	1	
<input type="radio"/>	2	
<input type="radio"/>	3	
<input checked="" type="radio"/>	4	
4. Customer Satisfaction		(Met User Quality Expectations – Met Specification – Within Budget – Proper Invoicing – No Substitutions)
<input type="radio"/>	0	Comments: Gresham Smith has met our quality expectations, exceeded our specifications, and kept our contract within the budget assigned. I am unaware of any substitutions or issues involving the contracts requirements or issues with any invoicing practices. They are bringing more associates on the job as the pace of the work has increased.
<input type="radio"/>	1	
<input type="radio"/>	2	
<input type="radio"/>	3	
<input checked="" type="radio"/>	4	
5. Contractors Key Personnel		(Credentials/Experience Appropriate – Effective Supervision/Management – Available as Needed)
<input type="radio"/>	0	Comment: This firm has performed admirably by having a staff of qualified team members within their organization and using other company's staff that have additional expertise in varied fields of design, scheduling, management, and construction. They are well staffed and managed by their team leaders and are always available to discuss issues we may have during the progress of this JV Construction Project.
<input type="radio"/>	1	
<input type="radio"/>	2	
<input type="radio"/>	3	
<input checked="" type="radio"/>	4	

Overall Performance Rating	4.00	Date	1/9/2023
Would you select/recommend this vendor again?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<i>Walter Rekuc</i>
Rating completed by:	Walter Rekuc		
Department Head Name:	David Clark		
Department Head Signature	<i>David Clark</i>		

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 Submit to Purchasing
 Print a copy for your records
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