

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT  
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
7/1/2022	9/30/2022	1/1/2023	12/31/2023
PO Number			PO Date
Department	Information Technology		
Bid Number			
Service Commodity	County Wide Audio Visual Systems		
Contractor	Basesix Systems LLC		

<b>0 = Unsatisfactory</b>	<i>Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.</i>
<b>1 = Poor</b>	<i>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 satisfied.</i>
<b>2 = Satisfactory</b>	<i>Achieves 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.</i>
<b>3 = Good</b>	<i>Achieves 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.</i>
<b>4 = Excellent</b>	<i>Achieves 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.</i>

1. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

Comments:

0  
 1  
 2  
 3  
 4

Qualities of Goods/Services have been good.

2. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

Comments:

0  
 1  
 2  
 3  
 4

Timeliness of Performance and response time from the vendor has been good.

3. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

Comments:

0  
 1  
 2  
 3  
 4

Business' responsiveness to inquiries have been good.

4. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

Comments:

0  
 1  
 2  
 3  
 4

Customer Satisfaction needs and quality expectations have been good.

5. Contractors Key Personnel (Credentials/Experience Appropriate – Effective Supervision/Management – Available as Needed)

- 0
- 1
- 2
- 3
- 4

Comments:

Contractors Key Personnel are experienced and effective management are available when needed.

Overall Performance Rating: 3.2		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)	Rating completed by:	
<input checked="" type="radio"/> Yes <input type="radio"/> No		Chris Scott
Department Head Name	Department Head Signature	Date
Lateef Ashekun	<i>Lateef Ashekun</i>	Oct 13, 2022






# Basesix Contractor's Renewal Report

Final Audit Report

2022-10-13

Created:	2022-10-13
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## "Basesix Contractor's Renewal Report" History

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