



**DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE**

**CONTRACTORS PERFORMANCE REPORT**

Report Period Start	Report Period End	Contract Period Start	Contract Period End
01-03-2021	12-31-2021	01-03-2021	12-31-2021
Purchaser Order Number		Purchase Order Date	
PO 121 21RFP110420A-FB		6/4/21	

Department	
Fulton County Department of Community Development	
Bid Number	Service Commodity
21RFP110420A-FB	Environmental Reviews

Contractor	
BluLynx Solutions, LLC	

**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)
	0	The principal of the company appeared to be highly qualified and knowledgeable of NEPA and regulations as it pertains to environmental review records.
	1	
	2	
	3	
X	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	All information was received in a timely manner and the principal was receptive to any

	1	comments given to her.
	2	
	3	
X	4	

<b>3. Business Relations</b>		<b>(Responsiveness to Inquires – Prompt Problem Notifications)</b>
	0	The principal was very receptive to any questions by Division representatives and made changes when requested.
	1	
	2	
	3	
X	4	
<b>4. Customer Satisfaction</b>		<b>(Met User Quality Expectations – Met Specification – Within Budget – Proper Invoicing – So Substitutions)</b>
	0	The contractor met expectations.
	1	
	2	
	3	
X	4	
<b>5. Contractors Key Personnel</b>		<b>(Credentials/Experience Appropriate – Effective Supervision/Management – Available as Needed)</b>
	0	The principal's credentials are attached. The principal and the firm in general were knowledge of the rules and what was expected.
	1	
	2	
	3	
X	4	

Overall Performance Rating	4	Date 11/10/2021	
Would you select/recommend this vendor again?	Yes		
Rating completed by:	Marcus Mincey		
Department Head Name:	Stanley Wilson		
Department Head Signature			