



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT

Report Period Start	Report Period End	Contract Period Start	Contract Period End
1/1/2021	12/31/2021	1/1/2022	12/31/2022
Purchaser Order Number		Purchase Order Date	
DO 405 2022-AML(LN#234)		2/4/2022	
Department Juvenile Court			
Bid Number		Service Commodity	
DO 405 2022-AML(LN#234)		Software Maintenance/Support	
Contractor : Canyon Solutions, 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. Quality of Goods/Services		(Specification Compliance – Technical Excellence – Reports/Administration – Personnel Qualification)	
	0	JCATS is 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 .	
	1		
	2		
X	3		
	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	JCAT delivers on services needed to be provided within the time frame.	

	1
	2
X	3
	4

3. Business Relations		(Responsiveness to Inquires – Prompt Problem Notifications)
	0	Representative from Canyon solution provide prompt response when inquires are made.
	1	
	2	
X	3	
	4	
4. Customer Satisfaction		(Met User Quality Expectations – Met Specification – Within Budget – Proper Invoicing – So Substitutions)
	0	The service quality level provided by Canyon Solution is good.
	1	
	2	
X	3	
	4	
5. Contractors Key Personnel		(Credentials/Experience Appropriate – Effective Supervision/Management – Available as Needed)
	0	
	1	
	2	
X	3	
	4	

Overall Performance Rating	3.0	Date 3/21/2022	
Would you select/recommend this vendor again?		Yes	
Rating completed by: Timothy Ezell			
Department Head Name:		Timothy Ezell, Chief Administrative Officer	
Department Head Signature		<i>Timothy Ezell</i>	