



**DEPARTMENT OF PURCHASING &
CONTRACT COMPLIANCE**

CONTRACTORS PERFORMANCE REPORT

CONSTRUCTION SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
10.01.2022	12.31.2022	07.01.2022	12.31.2022

Purchaser Order Number	Purchase Order Date
540 22SC135545K-CRB	

Department

Public Works

Bid Number	Service Commodity
21ITB081321K-CRB	Construction

Contractor

Wade Coots Company, 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)
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<input type="radio"/> 0	Vendor achieves and complies with the standards most of the time. Personnel are highly qualified, very responsive and require minimal directions in performing the work.
<input type="radio"/> 1	
<input type="radio"/> 2	
<input checked="" type="radio"/> 3	
<input type="radio"/> 4	

2. Design	(Were Milestones Met Per Contract – Reliability - Responsiveness to Directions/Change - On Time Completion Per Contract - Liquidated Damages)
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<input type="radio"/> 0	Vendor achieves milestones most of the time. Some delays but with minimal impact on the delivery of the project. Very responsive and flexible when given work change directives.
<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	Vendor demonstrates prompt service and delivery of the project. Handles problems in a timely manner.
<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	Vendor mobilizes in accordance with schedule. Quality of work meet/ exceeds specifications. Documents in invoicing are in order most of the time and are submitted in timely manner.
<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	Vendor has managed projects from inception to closeout effectively. Key personnel are experienced in their field and conduct themselves professionally.
<input type="radio"/>	1	
<input type="radio"/>	2	
<input type="radio"/>	3	
<input checked="" type="radio"/>	4	

Overall Performance Rating	3.80	Date	2.06.2023
Would you select/recommend this vendor again?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Rating completed by:	Anton Denev		
Department Head Name:			
Department Head Signature			

After completing the form:
 Submit to Purchasing
 Print a copy for your records
 Save the form

Submit

Print

Save



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1. QpidbsCdudlnol dms

(Specification Compliance – Technical Excellence –
Reports/Administration – Personnel Qualification)

<input type="radio"/>	0	Vendor achieves and complies with the standards most of the time. Personnel are highly qualified, very responsive and require minimal directions in performing the work.
<input type="radio"/>	1	
<input type="radio"/>	2	
<input type="radio"/>	3	
<input checked="" type="radio"/>	4	

2. Cdr l m

(Were Milestones Met Per Contract – Qdln allex
, Responsiveness to Cldbsnmr .Bg` nf d
– On Time Completion Per Contract , Kpt lc` sdc C` l ` f dr)

<input type="radio"/>	0	Vendor achieves milestones most of the time. Some delays but with minimal impact on the delivery of the project. Very responsive and flexible when given work change directives.
<input type="radio"/>	1	
<input type="radio"/>	2	
<input checked="" type="radio"/>	3	
<input type="radio"/>	4	

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<input type="radio"/>	1	
<input type="radio"/>	2	
<input type="radio"/>	3	
<input checked="" type="radio"/>	4	

Overall Performance Rating	3.60	Date	2.06.2023
Would you select/recommend this vendor again?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Rating completed by:	Sam Tamakloe		
Department Head Name:			
Department Head Signature			

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