

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT  
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
1/1/2019	6/30/2019	1/1/2019	12/31/2019
PO Number			PO Date
Department	Real Estate and Asset Management		
Bid Number	17RFP107745K-EC		
Service Commodity	Standby Professional A & E Services		
Contractor	Sizemore Group, LLC		

= Unsatisfactory	Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.
= Poor	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.
= Satisfactory	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.
= Good	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.
= Excellent	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.

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

Comments:

☐ 0

☐ 1

☐ 2

☐ 3

☒ 4

Achieves contract requirements 100% of the time. Sizemore Group provide excellent services and their personnel are very responsive to every project. Their staff are very knowledgeable, qualified and technically sound.

. 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

Achieves contract requirements 100% of the time. Sizemore Group have met and exceeded every project requirement, time lines and milestones. Their staff are very adaptable and flexible to changes.

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

Comments:

☐ 0

☐ 1

☐ 2  
☐ 3  
☒ 4

Achieves contract requirements 100% of the time. Sizemore Group business relationship and communication with customers are excellent. Their staff are very responsive to customers' needs and expectations.

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

☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:  
Achieves contract requirements 100% of the time. Sizemore Group have been exceptional when meeting customer's satisfactions and expectations. Customers are very pleased with their design plans, specifications and attention to details.

**Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)**

☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:  
Achieves contract requirements 100% of the time. Sizemore Group key personnel are very highly efficient, effective and professional at all times with the customer. Sizemore is always available and exceeds customers' expectation.

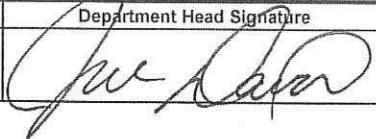
Overall Performance Rating: 4.0

Would you select/recommend this vendor again?  
Check box for Yes. Leave Blank for No)

☒ Yes   ☐ No

Rating completed by:

freddie.robinson

Department Head Name	Department Head Signature	Date
Joseph N. Davis		7/31/2013



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

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PROFESSIONAL SERVICES

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1/1/2019	6/30/2019	1/1/2019	12/31/2019
PO Number		PO Date	
Department	<u>Real Estate and Asset Management</u>		
Bid Number	17RFP107745K-EC		
Service Commodity	Standby Professional A & E Services		
Contractor	William Russell and Johnson		

= Unsatisfactory	<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>
= Poor	<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>
= Satisfactory	<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>
= Good	<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>
= Excellent	<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>

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

Comments:

☐ 0

☐ 1

☐ 2

☐ 3

☒ 4

Achieves contract requirements 100% of the time. William Russell and Johnson provide excellent services and their personnel are very responsive to every project. Their staff are very knowledgeable, qualified and technically sound.

. 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

Achieves contract requirements 100% of the time. William Russell and Johnson have met and exceeded every project requirement, time lines and milestones. Their staff are very adaptable and flexible to changes.

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

Comments:

☐ 0

☐ 1



- ☐ 2  
☐ 3  
☒ 4

Achieves contract requirements 100% of the time. William Russell and Johnson business relationship and communication with customers are excellent. They are very responsive to customers' needs and expectations.

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

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Achieves contract requirements 100% of the time. William Russell and Johnson personnel are exceptional when meeting customer's satisfactions and expectations. Customers are very pleased with their design plans, specifications and attention to details.

**Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)**

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Achieves contract requirements 100% of the time. William Russell and Johnson personnel are highly efficient, effective and professional at all times. Exceeds customers' expectation.

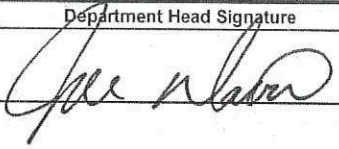
Overall Performance Rating: 4.0

Would you select/recommend this vendor again?  
 Check box for Yes. Leave Blank for No)

☒ Yes ☐ No

Rating completed by:

freddie.robinson

Department Head Name	Department Head Signature	Date
Joseph N. Davis		7/31/2019



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT  
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
4/1/2020	6/30/2020	10/18/2017	10/17/2020
PO Number			PO Date
520 17RFP107111K-EC			11/14/2017
Department	Real Estate and Asset Management		
Bid Number	#17RFP107111K-EC		
Service Commodity	Project Management Services		
Contractor	Heery McAfee3, a joint venture		

= Unsatisfactory	Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.
= Poor	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.
= Satisfactory	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.
= Good	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.
= Excellent	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.

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

☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Excellent project management services firm. Quality and customer oriented. Have well developed systems and approaches but flexible to accommodate various project challenges.

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

☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Meets or exceeds delivery dates and nimble to project/owner changes.

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

☐ 0  
☐ 1

Comments:



- ☐ 2  
☐ 3  
☒ 4

Strong team communication skills. Timely notification of progress and potential problems. Meets project milestones and delivery dates. Excellent cost control project manager.

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

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Outstanding satisfaction. Experienced team, well defined project approach, strong project management skills, good communicators. Firm dedicated to project management services. Excellent provider.

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

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Senior Program Manager best in class. +25 years of project management experience primarily with public sector facilities. Engineer by education. Well developed program management approach. Project team experienced in MEP, exterior, and other disciplines.

Overall Performance Rating: 4.0

Would you select/recommend this vendor again?  
Check box for Yes. Leave Blank for No)

☒ Yes ☐ No

Rating completed by:

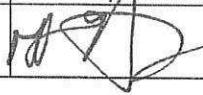
Bill Mason

Department Head Name

Department Head Signature

Date

JOSEPH N. DAVIS



6/19/2020

## DEPARTMENT OF PURCHASING &amp; CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT  
PROFESSIONAL SERVICES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
1/1/2019	6/30/2019	1/1/2019	12/31/2019
PO Number			PO Date
Department	<u>Real Estate and Asset Management</u>		
Bid Number	17RFP107745K-EC		
Service Commodity	Standby Professional A & E Services		
Contractor	Khafra Engineering Consultants, Inc.		

= Unsatisfactory

*Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*

= Poor

*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.*

= Satisfactory

*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.*

= Good

*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.*

= Excellent

*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.*

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

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Achieves contract requirements and objectives 100% of the time. They provide excellent services and personnel are very responsive. Personnel are knowledgeable and technically qualified.

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

- ☐ 0  
☐ 1  
☐ 2  
☐ 3  
☒ 4

Comments:

Achieves contract requirements and objectives 100% of the time. They have met all projects time lines and milestones. Personnel are knowledgeable and very adaptable to changes when ask by customers.

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

- ☐ 0  
☐ 1

Comments:



☐ 2 Achieves contract requirements and objectives 100% of the time. Their business relationship and communication are excellent.

☐ 3

☒ 4

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

☐ 0 Comments:

☐ 1 Achieves contract requirements and objectives 100% of the time. Their personnel are generally responsive and no delays are easily adjusted. Personnel are knowledgeable and capable of providing services needed. The customers are very pleased with meeting all objectives.

☐ 2

☐ 3

☒ 4

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

☐ 0 Comments:

☐ 1 Achieves contract requirements and objectives 100% of the time. Immediately responsive; highly efficient and/or effective; no delays key employees are experts and require minimal directions. They have exceeded customer expectations.

☐ 2

☐ 3

☒ 4

Overall Performance Rating: 4.0

Would you select/recommend this vendor again?  
Check box for Yes. Leave Blank for No)

☒ Yes ☐ No

Rating completed by:

Freddie Robinson

Department Head Name

Department Head Signature

Date

Joseph N. Davis

*Freddie Robinson*

7/31/2013