



CITY OF LEAGUE CITY VENDOR REPORT CARD

Professional Services

Engineering, Construction Materials Testing, Surveying, Environmental, Etc.

Terracon Consultants, Inc.

Project Name:	Asphalt Street Rehabilitation - Package 6	Date Contract Began:	5/27/2022
Contract Number:	3220362	Date Contract Ended:	3/14/2023
Project Number:	RE 1704G	Date Report Card Completed:	5/12/2023
		Previous Report Card Rating:	99

SCORING METHOD:	Below Contractual Expectations	1 - 3
	Met Contractual Expectations	4
	Exceeded Contractual Expectatio	5

Cells in 'blue' highlight MUST be completed

Evaluation Criteria	Score
---------------------	-------

A. PERFORMANCE AND PROFESSIONALISM	
1. Satisfaction with Overall Performance.	5
2. Would you recommend this Consultant for future projects?	5
3. Consultant was knowledgeable, competent and professional?	5
4. Consultant was responsive to City directed changes to priorities and/or schedule?	5
5. Consultant exhibited professionalism, courtesy and respect toward Citizens and City Staff?	5
6. Consultant exhibited professionalism, courtesy and respect toward Business Community?	5
7. Consultant demonstrated they complied with the Scope of their contract?	5
8. Consultant attended required project meetings and documented the meetings accordingly?	5
9. Consultant attended required site visits and submitted documents accordingly?	5
10. Consultant provided adequate project staffing, supervision and quality control?	5

Comments: *No known interactions with Business Community. Field Tech was very curious to staff and contractor given the issues presented in the field. Tech was responsive to call-outs from contractor.*

Total Vendor Responsiveness:	50
-------------------------------------	-----------

B. QUALITY AND DELIVERY	
1. Consultant met the project milestones in schedule provided?	5
2. Consultant completed the contract on time?	5
3. Consultant responded to communications/questions in a timely manner?	4
4. Information provided was reliable and accurate?	3
5. Quality of deliverables was satisfactory?	3
6. Data and documents provided in a format compatible with City resources?	5
7. Data and documents provided in a secure and confidential manner?	5

Comments: *Consultant presented reports in a timely manner. Was disappointed with coring results for Mary Lane and Tallow Forrest; called for mill and overlay and contractor ended up performing mostly FDR.*

Total Vendor Quality and Delivery:	30
---	-----------

C. FINANCIAL	
1. Amendment(s) (scope and fee) to contract, if needed, was accurate and fair?	5
2. Invoices were accurate and timely?	5
3. Responsiveness to billing requests?	5

Comments: *Had no billing issues. Invoices were accurate and timely.*

Total Financial:	15
-------------------------	-----------

Average Score:	4.75
-----------------------	-------------

Total Vendor Score:	95.00
----------------------------	--------------

Would you hire them again? Yes No

List positives or negatives that stood out on the job: *Came \$12,711.50 under budget. City had to implement a \$200k CO because of extra work needed on Mary Lane and Tallow Forrest.*

- DIRECTIONS:**
- Form must be completed within 30 days of contract completion.
 - Lead Project Manager on contract will complete the form with input from Accounts Payable and any other departments affected by contract.
 - One copy of report card to be kept in project folder; send copy to Purchasing.
 - If contract is not being renewed and/or is being terminated due to performance issues, send copy of report card to the contractor.

Scott Tuma

5/12/2023
Date