



CITY OF LEAGUE CITY VENDOR REPORT CARD

Professional Services

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

Oller Engineering, INC

| | | | |
|------------------|--|------------------------------|-----------|
| Project Name: | late Highway 3 Lift Station Rehab and Force Main Replacement | Date Contract Began: | 7/29/2021 |
| Contract Number: | 3220119 | Date Contract Ended: | |
| Project Number: | WW1801G | Date Report Card Completed: | 11/7/2022 |
| | | Previous Report Card Rating: | |

| | |
|-----------------------------------|-------|
| Below Contractual Expectations | 1 - 3 |
| Met Contractual Expectations | 4 |
| Exceeded Contractual Expectations | 5 |

Cells in 'blue' highlight MUST be completed

| Evaluation Criteria | | Score |
|---|--|-----------|
| A. PERFORMANCE AND PROFESSIONALISM | | |
| 1. Satisfaction with Overall Performance. | | 4 |
| 2. Would you recommend this Consultant for future projects? | | 4 |
| 3. Consultant was knowledgeable, competent and professional? | | 4 |
| 4. Consultant was responsive to City directed changes to priorities and/or schedule? | | 4 |
| 5. Consultant exhibited professionalism, courtesy and respect toward Citizens and City Staff? | | 4 |
| 6. Consultant exhibited professionalism, courtesy and respect toward Business Community? | | 4 |
| 7. Consultant demonstrated they complied with the Scope of their contract? | | 4 |
| 8. Consultant attended required project meetings and documented the meetings accordingly? | | 4 |
| 9. Consultant attended required site visits and submitted documents accordingly? | | 4 |
| 10. Consultant provided adequate project staffing, supervision and quality control? | | 4 |
| Comments: | | |
| Total Vendor Responsiveness: | | 40 |

| | | |
|--|--|-----------|
| B. QUALITY AND DELIVERY | | |
| 1. Consultant met the project milestones in schedule provided? | | 4 |
| 2. Consultant completed the contract on time? | | 4 |
| 3. Consultant responded to communications/questions in a timely manner? | | 4 |
| 4. Information provided was reliable and accurate? | | 4 |
| 5. Quality of deliverables was satisfactory? | | 4 |
| 6. Data and documents provided in a format compatible with City resources? | | 4 |
| 7. Data and documents provided in a secure and confidential manner? | | 4 |
| Comments: | | |
| Total Vendor Quality and Delivery: | | 28 |

| | | |
|--|--|---|
| C. FINANCIAL | | |
| 1. Amendment(s) (scope and fee) to contract, if needed, was accurate and fair? | | 4 |
| 2. Invoices were accurate and timely? | | 4 |
| 3. Responsiveness to billing requests? | | 4 |
| Comments: | | |

Total Financial: 12

Average Score: 4.00

Total Vendor Score: 80.00

Would you hire them again? ☒ Yes ☐ No

List positives or negatives that stood out on the job:

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.

Jaime Dino

11/7/2024

Date