

CITY OF LEAGUE CITY VENDOR REPORT CARD: GENERAL SERVICES

Vendor Name: Galveston Daily News Contract/PO # 33000010

Form completed

Date: 10/23/2023 by: Kimberly Corell Fiscal Years: 22-23

Scoring Guide

- 1 Does not meet criteria
- 2 Generally does not meet criteria
- 3 Meets criteria
- 4 Exceeds some criteria
- 5 Exceptional criteria

Evaluation Criteria	Year 1 Score	Year 2 Score	Year 3 Score	Year 4 Score	Year 5 Score	Year 6 Score	Year 7 Score	Year 8 Score
Renewal Period (annotate with an X in box)								
VENDOR RESPONSIVENESS								
Vendor is knowledgeable and competent about service	5	5						
Service level agreements are met	5	5						
Communication is relevant and timely	3	4						
Communication is professional	5	5						
Vendor provides timely response to questions	4	4						
Total Vendor Responsiveness Score	22	23	0	0	0	0	0	0
QUALITY AND DELIVERY								
Services on-time and schedule is upheld	5	5						
Satisfies scope of services	5	5						
Service is reliable	5	5						
Quality of deliverables	5	5						
Product or service provides significant added value	5	5						
Quality of personnel assigned	5	5						
Depth of vendor's team	5	5						
Total Vendor Quality and Delivery Score	35	35	0	0	0	0	0	0
FINANCIAL								
Value of products/services is high	5	5						
Proposals and invoices are accurate and timely	5	5						
Budget is upheld	5	5						
Pricing is competitive	5	5						
Invoice pricing matches contract pricing	5	5						
Total Vendor Financial Score	25	25	0	0	0	0	0	0
REPUTATIONAL								
Confidentiality and security of documents and data	5	5						
Organizational stability and resiliency	5	5						
Industry reputation is in good standing	5	5						
Total Vendor Reputational Score	15	15	0	0	0	0	0	0
Total Vendor Score	97	98	0	0	0	0	0	0

Would you hire them again? Yes No

Overall
Comments:

Grade: 86-100 = A, 76-85 = B, 66-75 = C, below 66 = F

If a contract is not being renewed and/or is being broken due to performance issues, please send a copy of the report card to the vendor.

