

## CITY OF LEAGUE CITY VENDOR REPORT CARD: Professional Service

Vendor Name: Tetra Tech Contract # \_\_\_\_\_ Fiscal Year: 2022  
 Date: 8/12/2022 Form completed by: Ryan Edghill

### 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	Score
<b>VENDOR RESPONSIVENESS</b>	
Vendor is knowledgeable and competent	5
Service level agreements are met	5
Communication is professional, relevant and timely	4
Post-engagement support	4
<b>Comments:</b>	

Total Vendor Responsiveness Score	18
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<b>QUALITY AND DELIVERY</b>	
Deliverables are on-time	3
Project completed on-time	5
Satisfies scope of services	5
Information provided is reliable	5
Depth of consultant's team	5
Quality of deliverables	5
Working with this consultant is adding value	5
<b>Comments:</b>	

Total Vendor Quality and Delivery Score	33
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<b>FINANCIAL</b>	
Value of products/services is high	4
Proposals and invoices are accurate and timely	3
Budget is upheld	5
Pricing is competitive	4
Invoice pricing matches contract pricing	5
<b>Comments:</b>	

Total Vendor Financial Score	21
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<b>REPUTATIONAL</b>	
Confidentiality and security of documents and data	5
Organizational stability and resiliency	5
Industry reputation is good standing	5
Consultant represents City of League City properly	5
<b>Comments:</b>	

Total Vendor Reputational Score	20
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<b>Total Vendor Score</b>	<b>92</b>
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**Would you hire them again?** ☒ Yes ☐ No

**Comments:** During Hurricane Harvey Tetra Tech was slower than expected when it came to providing the final invoicing.

**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.**