



# CITY OF LEAGUE CITY VENDOR REPORT CARD

## Construction Contract

### Matula & Matula Construction, Inc.

Project Name:	Lift Station Rehab. - Waterford 1 & 2	Date Contract Began:	6/29/2020
Contract Number:	NA	Date Contract Ended:	2/23/2021
Project Number:	WW 1901B	Date Report Card Completed:	3/15/2021
		Previous Report Card Rating:	NA

<b>SCORING METHOD:</b>	Below Contractual Expectations	1 - 3
	Met Contractual Expectations	4
	Exceeded Contractual Expectations	5

**Cells in 'yellow' highlight must be completed**

Evaluation Criteria		Score
<b>A. PERFORMANCE AND PROFESSIONALISM</b>		
1. Satisfaction with Overall Performance.		4
2. Would you recommend this Contractor for future projects?		5
3. Contractor was responsive to City directed changes to priorities and/or schedule?		5
4. Change orders were submitted in a timely manner?		5
5. Contractor was knowledgeable, competent and professional?		5
6. Contractor exhibited professionalism, courtesy and respect toward Citizens and City Staff?		5
7. Contractor exhibited professionalism, courtesy and respect toward Business Community?		5
8. Contractor exhibited professionalism, courtesy & respect toward City appointed consultants (i.e. engineers, materials testing, surveyors, etc.)		5
9. Contractor was attentive and responsive to Citizen complaints?		5
10. Contractor's key personnel remained consistent throughout the project?		5
Comments:	Due to COVID-19, the contractor was not able to meet the original deadline of 12/25/2020. However, contract was extended to accommodate pandemic delays.	
<b>Total Vendor Responsiveness:</b>		<b>49</b>

<b>B. QUALITY AND DELIVERY</b>		
1. Contractor met overall schedule deadlines?		4
2. Consultant completed the job on time?		4
3. Was contract completed in the # of days bid (including time extensions granted via change orders)? or, Was contract completed in City stipulated # of days (including time extensions granted via change orders)?		4
4. Contractor responded to communications/questions in a timely manner?		5
5. Site cleanliness was maintained throughout project (i.e. trash, street, etc)?		5
6. Responsiveness to punch list items was timely and satisfactory?		4
7. Closeout documents were accurate, complete and submitted in a timely manner?		5
Comments:	Contractor was thorough on site housekeeping	
<b>Total Vendor Quality and Delivery:</b>		<b>31</b>

<b>C. FINANCIAL</b>		
1. Change order pricing was fair?		5
2. Sub-contractors invoices were managed well and paid in a timely manner?		5
3. Pay applications were accurate and submitted in a timely manner?		4
Comments:		
<b>Total Financial:</b>		<b>14</b>

<b>Average Score:</b>	<b>4.70</b>
<b>Total Vendor Score:</b>	<b>94.00</b>

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

3/15/2021  
Date