



## CITY OF LEAGUE CITY VENDOR REPORT CARD

Professional Services

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

### Oller Engineering, INC

Project Name:	State 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:	

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

**Cells in 'blue' highlight MUST be completed**

Evaluation Criteria		Score
<b>A. PERFORMANCE AND PROFESSIONALISM</b>		
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>B. QUALITY AND DELIVERY</b>		
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**

<b>C. FINANCIAL</b>		
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:	
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**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