



CITY OF LEAGUE CITY VENDOR REPORT CARD

Professional Services

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

Terracon Consultants, Inc.

Project Name:	East Main 24" Force Main Replacement Project	Date Contract Began:	8/28/2024
Contract Number:	3250268	Date Contract Ended:	9/30/2025
Project Number:	WW18011	Date Report Card Completed:	3/2/2026
		Previous Report Card Rating:	

<u>SCORING METHOD:</u>	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:	4
No known interactions with Business Community. Field Tech was very curious to staff and contractor given the issues presented in the field. Tech was responsive to call-outs from contractor.	
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:	4
Consultant presented reports in a timely manner. Was disappointed with coring results for Mary Lane and Tallow Forrest; called for mill and overlay and contractor ended up performing mostly FDR.	
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:	4
Had no billing issues. Invoices were accurate and timely.	
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:	Terracon did a satisfactory job providing material testing services on this project.
--	--

- 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.

Susan Oyler

3/2/2026

Date