



CITY OF LEAGUE CITY VENDOR REPORT CARD

Professional Services

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

Terracon Consultants, Inc.

Project Name:	Asphalt Street Rehabilitation - Package 6	Date Contract Began:	5/27/2022
Contract Number:	3220362	Date Contract Ended:	3/14/2023
Project Number:	RE 1704G	Date Report Card Completed:	5/12/2023
		Previous Report Card Rating:	99

SCORING METHOD:	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.		5
2. Would you recommend this Consultant for future projects?		5
3. Consultant was knowledgeable, competent and professional?		5
4. Consultant was responsive to City directed changes to priorities and/or schedule?		5
5. Consultant exhibited professionalism, courtesy and respect toward Citizens and City Staff?		5
6. Consultant exhibited professionalism, courtesy and respect toward Business Community?		5
7. Consultant demonstrated they complied with the Scope of their contract?		5
8. Consultant attended required project meetings and documented the meetings accordingly?		5
9. Consultant attended required site visits and submitted documents accordingly?		5
10. Consultant provided adequate project staffing, supervision and quality control?		5
Comments:	No known interactions with Business Community. Field Tech was very courteous to staff and contractor given the issues presented in the field. Tech was responsive to call-outs from contractor.	
Total Vendor Responsiveness:		50

B. QUALITY AND DELIVERY		
1. Consultant met the project milestones in schedule provided?		5
2. Consultant completed the contract on time?		5
3. Consultant responded to communications/questions in a timely manner?		4
4. Information provided was reliable and accurate?		3
5. Quality of deliverables was satisfactory?		3
6. Data and documents provided in a format compatible with City resources?		5
7. Data and documents provided in a secure and confidential manner?		5
Comments:	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:		30

C. FINANCIAL		
1. Amendment(s) (scope and fee) to contract, if needed, was accurate and fair?		5
2. Invoices were accurate and timely?		5
3. Responsiveness to billing requests?		5
Comments:	Had no billing issues. Invoices were accurate and timely.	
Total Financial:		15
Average Score:		4.75
Total Vendor Score:		95.00

Would you hire them again? ☒ Yes ☐ No

List positives or negatives that stood out on the job:	Came \$12,711.50 under budget. City had to implement a \$200k CO because of extra work needed on Mary Lane and Tallow Forrest.
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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.

Scott Tuma

5/12/2023

Date