



# CITY OF LEAGUE CITY VENDOR REPORT CARD

Professional Services

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

## Terracon Consultants, Inc.

Project Name:	Hometown Heroes Park -Pool Renovation Project	Date Contract Began:	3/5/2025
Contract Number:	3250401	Date Contract Ended:	6/30/2025
Project Number:	PK2404	Date Report Card Completed:	9/24/2025
		Previous Report Card Rating:	99

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:	The consultant, Terracon, met all contractual expectations, demonstrating professionalism, responsiveness, and competence throughout the project. They maintained good communication with City staff and stakeholders, complied with scope requirements, and provided adequate staffing and quality control. Overall, performance was solid and dependable.	

**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:	Terracon, delivered all project requirements in a timely and reliable manner, meeting schedule expectations and contractual deadlines. Communications were handled promptly, and the information provided was accurate and dependable. Deliverables met the City's standards, and documentation was submitted in a format that was compatible, secure, and confidential.	

**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?		N/A
Comments:		

**Total Financial: 8**

**Average Score: 4.00**

**Total Vendor Score: 80.00**

Would you hire them again?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
List positives or negatives that stood out on the job:	Terracon, met all contractual expectations, delivering work that was professional, reliable, and consistent. They demonstrated responsiveness to City direction, maintained professionalism with staff and stakeholders, and ensured that documentation and deliverables were accurate, timely, and compatible with City requirements. During the pool project, when questions arose regarding additional concrete decking panels beyond the original scope, Terracon and City Project Manager recommended a geophysical GPR survey to verify removal needs. This was an uncommon and unique approach that reflected the consultant's adaptability and technical judgment in resolving field challenges. Overall, the project proceeded well, with the consultant attending on-site meetings as needed. Based on performance, the consultant would be considered for future projects.

### 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

9/24/2025

Date