

CITY OF LEAGUE CITY VENDOR REPORT CARD: PROFESSIONAL SERVICES

Vendor Name: InfoSend Contract/PO # 3240165

Form completed

Date: 6/29/2026 by: Lindsey Sinibaldi Fiscal Years: 2023-2026

Scoring Guide

- 1 Does not meet criteria
- 2 Generally does not meet criteria
- 3 Meets criteria
- 4 Exceeds some criteria
- 5 Exceptional criteria

Evaluation Criteria	Year 1 Score	Year 2 Score	Year 3 Score	Year 4 Score	Year 5 Score	Year 6 Score	Year 7 Score
Renewal Period (annotate with an X in box)							
VENDOR RESPONSIVENESS							
Vendor is knowledgeable and competent	5	5	5				
Service level agreements are met	5	5	5				
Communication is professional, relevant and timely	5	5	5				
Post-engagement support	5	5	5				
Total Vendor Responsiveness Score	20	20	20	0	0	0	0
QUALITY AND DELIVERY							
Deliverables are on-time	5	5	5				
Project completed on-time	5	5	5				
Satisfies scope of services	5	5	5				
Information provided is reliable	5	5	5				
Depth of consultant's team	5	5	5				
Quality of deliverables	5	5	5				
Working with this consultant is adding value	5	5	5				
Total Vendor Quality and Delivery Score	35	35	35	0	0	0	0
FINANCIAL							
Value of products/services is high	5	5	5				
Proposals and invoices are accurate and timely	5	5	5				
Budget is upheld	5	5	5				
Pricing is competitive	5	5	5				
Invoice pricing matches contract pricing	5	5	5				
Total Vendor Financial Score	25	25	25	0	0	0	0
REPUTATIONAL							
Confidentiality and security of documents and data	5	5	5				
Organizational stability and resiliency	5	5	5				
Industry reputation is good standing	5	5	5				
Consultant represents City of League City properly	5	5	5				
Total Vendor Reputational Score	20	20	20	0	0	0	0
Total Vendor Score	100	100	100	0	0	0	0

Would you hire them again? ☒ Yes ☐ No

Vendor is great and meets or exceeds expectations.

Overall

Comments:

Grade: 86-100 = A, 76-85 = B, 66-75 = C, below 66 = F

If a contract is not being renewed and/or is being broken due to performance issues, please send a copy of the report card to the vendor.

	Year 8 Score
	0
	0
	0
	0
	0
r.	