

Criteria for Evaluation

Appendix A:

Contractor's Performance Report

KENTUCKY TRANSPORTATION CABINET

Department of Highways
Division of Contract Procurement

CONTRACTOR'S PERFORMANCE REPORT

Evaluation of Contractor Performance On This Project By The Resident Engineer

Part 1 – Contractor Work Performance

1. **Quality of Work** (including work performance of subcontractor(s))
 - 5. *Exceeded* project requirements, and required *no rework*.
 - 4. *Met* project requirements, and required *only minor rework*.
 - 3. *Met* project requirements, but required *moderate rework*.
 - 2. *Met* project requirements, but required *extensive rework*.
 - 1. *Did not meet* project requirements, accepted with reduced compensation.
 - N/A
2. **Quality of Work** (excluding work performance of subcontractor(s))
 - 5. *Exceeded* project requirements, and required *no rework*.
 - 4. *Met* project requirements, and required *only minor rework*.
 - 3. *Met* project requirements, but required *moderate rework*.
 - 2. *Met* project requirements, but required *extensive rework*.
 - 1. *Did not meet* project requirements, accepted with reduced compensation.
3. **Meeting of Contract Dates** (including approved extensions)
 - 5. Completed project requirements *before* contract dates.
 - 4. Completed project requirements *by* all contract dates.
 - 3. Completed project requirements, but *late for some* contract dates.
 - 2. Completed project requirements, *continually or severely late for some* contract dates.
 - 1. *Continually and severely late* for all contract dates.
4. **Job Closeout Activities** (Punch List, Final Clean-Up, Final Paperwork, etc.)
 - 5. Completed job closeout activities *within 30 days*.
 - 4. Completed job closeout activities *within 90 days*.
 - 3. Completed job closeout activities *with minor delays but no liquidated damages*.
 - 2. Completed job closeout activities *with delays and some liquidated damages*.
 - 1. Completed job closeout activities *with major delays and liquidated damages*.

5. Coordination and Cooperation with DOH and other government agency personnel.

- 5. Interaction was *excellent* throughout the project, and was a *strong contribution* to the success of the project.
- 4. Interaction was *timely and satisfactory* throughout the project.
- 3. Interaction was *adequate, but slightly impeded* the success of the project.
- 2. Interaction was *poor and caused periodic problems* for the project.
- 1. Interaction was *the cause of constant problems* and *strongly impacted the success* of the project.

6. Coordination and Cooperation with other Contractor(s), Sub(s) and Utilities

- 5. Interaction was *excellent* throughout the project, and was a *strong contribution* to the success of the project.
- 4. Interaction was *timely and satisfactory* throughout the project.
- 3. Interaction was *adequate, but slightly impeded* the success of the project.
- 2. Interaction was *poor and caused periodic problems* for the project.
- 1. Interaction was *the cause of constant problems* and *strongly impacted the success* of the project.
- N/A

7. Coordination & Cooperation with General Public (Motorists & Property Owners)

- 5. Interaction was *excellent* throughout the project, and was a *strong contribution* to the success of the project.
- 4. Interaction was *timely and satisfactory* throughout the project.
- 3. Interaction was *adequate, but slightly impeded* the success of the project.
- 2. Interaction was *poor and caused periodic problems* for the project.
- 1. Interaction was *the cause of constant problems* and *strongly impacted the success* of the project.

8. Public Safety and Traffic Control

- 5. *Good traffic control program without additional need for DOH direction.*
- 4. *Met all project requirements with minimal need for DOH direction.*
- 3. *Met all project requirements with periodic DOH direction.*
- 2. *Met all project requirements with constant DOH direction.*
- 1. *Did not meet all project requirements and required constant DOH direction.*

9. Workforce Safety Practices

- 5. *Good safety program without additional need for DOH direction.*
- 4. *Met all project requirements with minimal need for DOH direction.*
- 3. *Met all project requirements with periodic DOH direction.*
- 2. *Met all project requirements with constant DOH direction.*
- 1. *Did not meet all project requirements and required constant DOH direction.*

10. Compliance with Environmental Requirements

- 5. *Exceeded* requirements of the project, providing *extra effort* to improve surroundings.
- 4. *Met* all project requirements with minimal DOH (or other governing agency) direction.
- 3. *Met* all project requirements with periodic DOH (or other governing agency) direction.
- 2. *Met* all project requirements *but required* constant DOH (or other governing agency) direction.
- 1. *Did not meet* all project requirements *and required* constant DOH (or other governing agency) direction.

Part 2 – Contractor Project Management and Administration

1. Project Supervisory Personnel

- 5. *Demonstrated extraordinary skill* and *present to direct others as needed*.
- 4. *Demonstrated necessary skill* and *present to direct others as needed*.
- 3. Skill and/or availability periodically hindered the meeting of project requirements.
- 2. Skill and/or availability often hindered the meeting of project requirements.
- 1. Skill and/or availability constantly hindered the meeting of project requirements.

2. Project Technical Staff

- 5. *Demonstrated extraordinary skill* and *present to direct others as needed*.
- 4. *Demonstrated necessary skill* and *present to direct others as needed*.
- 3. Skill and/or availability periodically hindered the meeting of project requirements.
- 2. Skill and/or availability often hindered the meeting of project requirements.
- 1. Skill and/or availability constantly hindered the meeting of project requirements.

3. Project Craft Workforce

- 5. *Demonstrated extraordinary skill* and were *present as needed*.
- 4. *Demonstrated necessary skill* and were *present as needed*.
- 3. Skill and/or availability periodically hindered the meeting of project requirements.
- 2. Skill and/or availability frequently hindered the meeting of project requirements.
- 1. Skill and/or availability constantly hindered the meeting of project requirements.

4. Project Organization (Home Office Support and Organization)

- 5. *Enhanced work performance* to meet project requirements, *contributing to the success* of the project.
- 4. *Enabled all work performance* to meet project requirements.
- 3. Occasionally hindered work performance to meet project requirements.
- 2. Frequently hindered work performance to meet project requirements.
- 1. Constantly hindered work performance to meet project requirements.

5. Project Submittals

- 5. *Timely, accurate and in accordance with project requirements.*
- 4. *Usually* timely, accurate and in accordance with project requirements.
- 3. *Periodically not* timely, accurate and in accordance with project requirements.
- 2. *Frequently late, inaccurate, and not* in accordance with project requirements.
- 1. *Constantly late* with corrections required, and seldom in accordance with project requirements.
- N/A

6. Equipment

- 5. Provided *appropriate types* and *quantities* of construction equipment in good working order that met the project requirements.
- 4. Provided *appropriate types* and *quantities* of construction equipment that met the project requirements, but required periodic repairs.
- 3. Provided *appropriate types* and *quantities* of construction equipment that met the project requirements, but required frequent repairs.
- 2. Provided equipment substandard in productivity and efficiency requiring periodic repairs.
- 1. Provided inadequate equipment requiring constant repair, sacrificing the quality of the work.

7. Jobsite Housekeeping

- 5. *Constantly* being addressed contributing to jobsite safety and productivity.
- 4. *Met* all project requirements with minimal DOH direction.
- 3. *Met* all project requirements with periodic DOH direction.
- 2. *Substandard* requiring frequent DOH direction.
- 1. *Inadequate* requiring constant DOH direction.