

CONTRACTOR/SUBCONTRACTOR PERFORMANCE EVALUATION REPORT

SECTION I CONTRACTOR DATA

SECTION II PROJECT DATA

CONTRACTOR:		PROJECT TITLE:	
PRIME ()	SUBCONTRACTOR ()	CONTRACT NUMBER:	SHA DEPT:
SUPERINTENDENT:		SCHEDULE COMPLETION DATE:	ACTUAL COMPLETION DATE:
SPECIFIC WORK PERFORMED BY CONTRACTOR/SUBCONTRACTOR:		CONTRACT AWARD AMOUNT	CONTRACT COMPLETION AMOUNT
		\$	\$
PROJECT DESCRIPTION:			

SECTION III PERFORMANCE CATEGORY AND OVERALL EVALUATION

PERFORMANCE CATEGORIES	NO EVAL	INADE-QUATE	DEFICIENT	STANDARD	GOOD	SUPERIOR	ASSIGNED POINTS
TO BE COMPLETED BY SHA PROJECT MANAGER							
1. EFFECTIVENESS OF ON-SITE SUPERVISION, JOB SITE MAINTENANCE, DELIVERY AND STORAGE OF MATERIALS AND SUPPLIES		0 to 20	21 to 26	27	28 to 31	32 to 38	
2. ANTICIPATION OF PROBLEMS AND MAKING NECESSARY ADJUSTMENT TO ADAPT TO ALTERED REQUIREMENTS		0 to 10	11 to 13	14	15 or 16	17 to 20	
3. COORDINATION & COOPERATION WITH DEPT PERSONNEL ON PROJECT MATTERS		0 to 10	11 to 13	14	15 or 16	17 to 20	
4. AVAILABILITY OF RESPONSIBLE REPRESENTATIVES FOR INSTRUCTION & DECISION MAKING		0 to 10	11 to 13	14	15 or 16	17 to 20	
5. ADHERENCE TO PLANS AND SPECIFICATIONS AS RELATED TO QUALITY OF PROJECT WORK		0 to 50	51 to 65	66 to 69	70 to 79	80 to 94	
6. STANDARDS OF MATERIALS		0 to 31	32 to 41	42 to 44	45 to 50	51 to 60	
7. STANDARDS OF WORKMANSHIP		0 to 56	57 to 73	74 to 78	79 to 89	90 to 106	
8. OPTIMUM UTILIZATION OF CONTRACTOR PERSONNEL		0 to 10	11 to 13	14	15 or 16	17 to 20	
9. OPTIMUM UTILIZATION OF CONTRACTOR EQUIPMENT		0 to 17	18 to 23	24 or 25	26 to 28	29 to 34	
10. CONDITION OF CONTRACTOR'S TOOLS/EQUIPMENT		0 to 27	28 to 35	36 to 38	39 to 43	44 to 52	
11. EFFECTIVENESS OF CONTRACTOR'S COORDINATION OF SUBCONTRACTORS & SUPPLIERS		0 to 10	11 to 13	14	15 or 16	17 to 20	
12. RELATIONS WITH GENERAL PUBLIC, OTHER AGENCIES & ADJACENT CONTRACTORS		0 to 21	22 to 28	29 to 31	32 to 35	36 to 42	
13. ADEQUACY AND TIMELINESS OF PROGRESS SCHEDULES		0 to 15	16 to 20	21 or 22	23 to 25	26 to 30	
14. ACCURATE & TIMELY CONTRACT CHANGE ORDER PROPOSAL RESPONSES, PAYMENT SUPPORT DOCUMENTS, REPORTS & OTHER SPECIFIED DOCUMENTS		0 to 3	4	5	6	7 or 8	
15. EFFECTIVE SCHEDULING & COMPLETION OF PROJECT WORK AS SCHEDULED		0 to 44	45 to 58	59 to 62	63 to 70	71 to 84	
16. MAINTENANCE OF EMPLOYEE SAFETY STANDARDS		0 to 36	37 to 47	48 to 50	51 to 57	58 to 68	
17. ATTENTION TO PUBLIC SAFETY & TRAFFIC CONTROL		0 to 38	39 to 50	51 to 53	54 to 60	61 to 72	
18. COMPLIANCE WITH ENVIRONMENTAL LAWS, ORDINANCES & REGULATIONS		0 to 21	22 to 28	29 to 31	32 to 35	36 to 42	
19. DILIGENCE IN COMPLETING FINAL (PUNCH LIST) WORK		0 to 26	27 to 34	35 or 36	37 to 41	42 to 50	

Evaluated By _____ (Name) _____ SHA PROJECT MANAGER _____ Date _____ Total Assigned Points _____

Total Points Possible _____
(Excluding "NO EVAL" Elements)

Concurrence By _____ (Name) _____ Supervisor of Project Manager _____ Date _____

Overall % Score _____ Overall Evaluation _____

Send Completed Report to SHA Contracting Manager