

HACLA Construction Contractor Performance Evaluation

Contractor Name:				
Contract Number:		Project Name (if applicable):		
Contract Start Date:	Contract Term End Date (Including extension options):	Excellent (+1pt)	Satisfactory Current Contract Period Evaluated (0pt)	Unsatisfactory (-1pt)
		Year 1, 2, 3, 4):		
Evaluator's Name:		Date:		
<p>Note: If multiple Departments use a contractor, each user shall complete an evaluation. Inconsistencies in ratings shall be reviewed and discussed prior to finalizing evaluation forms.</p>				
Director's Signature:		Date:		
General Comments, if any:				

Assessment Ratings:

Excellent – Performance exceeded some or all contractual requirements, and/or general expectations regarding contractor's performance. Problems, if any, were insignificant and/or were resolved in a timely manner; Extremely responsive to directives.

Satisfactory – Performance met minimum: contractual requirements, and/or general expectations regarding contractor's performance. There may have been minor problems that did not have a substantial and significant impact and/or corrective actions were satisfactory (acceptable); exhibits acceptable level of responsiveness to directives.

Unsatisfactory – Performance did not meet some or all contractual requirements, and/or general expectations after being provided an opportunity to cure where reasonable; may also have been unresponsive to directives.

N/A - not applicable, insufficient information to answer

Scoring System: (Unless noted otherwise)

Excellent: +1 Point

Satisfactory: 0 Points

Unsatisfactory: -1 Point

Aggregate Score of Entire Evaluation

Evaluations producing a negative aggregate score may result in debarment for one or more years in the sole determination of the Housing Authority. However, **unsatisfactory evaluations** (those resulting in negative aggregate scores) will be reviewed to ensure the Contractor has been evaluated fairly and provided an opportunity to cure where the Housing Authority determines reasonable.

Instructions: Please mark with an **X** the choice best describing the statement.

NOTE: For each item marked "UNSATISFACTORY" please use attached sheets to provide reasons, including specific incidents and supporting documents. Identify the specific item number(s) the materials support, and attach the materials to this document.

HACLA Construction Contractor Performance Evaluation

1.	Contractor produced a quality of work, which met the requirements in the Contract Documents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Contractor complied with current labor standards including payment of the prevailing wage rates as specified in the contract.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Excellent (+1pt)	Satisfactory (0pt)	Unsatisfactory (-1pt)	N/A (0pt)
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Contractor met their Section 3 commitments to the greatest extent feasible. Contractor timely submitted certified payrolls.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Contractor complied with safety, health, and security requirements, including OSHA.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Contractor did everything reasonably possible to expedite the submission and processing of change orders.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Contractor maintained an adequate staff, equipment, and proper supervision.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Contractor did not attempt to substitute a Subcontractor to perform work without the owner's authorization. Note: "Unsatisfactory" rating for this item results in -2 points.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Contractor's subcontractor(s) complied with awarding authority standards and contract plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Contractor and its subcontractors demonstrated that they understood their obligations under Title 24 of the California Code of Regulations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	Contractor did everything reasonable to complete the project on time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Contractor was reasonable in his dealings with HACLA.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	Contractor was reasonable in minimizing the impacts on day-to-day operations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.	Contractor produced accurate billing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.	Contractor completed the project within the allotted cost.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HACLA Construction Contractor Performance Evaluation

15.	(If unsatisfactory, please provide documentation of the commitment, efforts taken to meet the commitment and why unable to do so, and any other economic opportunities the contract provided, such as: paying into a Section 3 Fund, workshops, job fairs, etc.) Note: "Unsatisfactory" rating for this item results in -2 points				
THIS PART FOR CONTRACT ADMINISTRATOR ONLY					
16.	Contractor's responsiveness to administrator's inquiries or requests (e.g., insurance). If unsatisfactory in any regard, please specify the issues and attach them to this document.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.	Was this Contractor terminated for default? If "YES," please provide supporting documentation Note: If "YES," will result in -3 points.	YES <input type="checkbox"/>		NO <input type="checkbox"/>	

SCORE: _____