



THE SCHOOL DISTRICT OF PALM BEACH COUNTY  
**Consultant Evaluation**

PO NUMBER

School/Department IT - Operations  
 Name of Consultant First Associates, Inc.  
 Contract Period From July 1, 2005 To June 30, 2006

Rating: **5 - Superior 4 - Satisfactory Plus 3 - Satisfactory 2 - Satisfactory Minus 1 - Unsatisfactory**

**JOB KNOWLEDGE AND SKILL**

	5	4	3	2	1
1. Technical and procedural know-how to complete the project	✓				
2. Knowledge of his/her specialty area		✓			
3. Ingenuity, creativity, and innovation			✓		
4. General quality of the work performed	✓				

**PRODUCTIVITY**

1. Services provided matched the specifications of the contract		✓			
2. Results produced		✓			
3. Ability to meet goals as scheduled	✓				
4. Success of the project	✓				

**COMMUNICATION**

1. Listening skills		✓			
2. Returned phone calls, follow-up information, etc. in a timely manner	✓				
3. Overall communication skills	✓				
4. Overall accessibility/availability	✓				

**INTERACTION**

1. Working relationships with teachers and/or students	N/A				
2. Ability to work as part of a team	✓				
3. Status updates and information received as the project progressed	✓				

Rating: **A - Agree D - Disagree N/A - Not Applicable**

	A	D	N/A
1. Demonstrates dependability	✓		
2. Demonstrates ingenuity/creativity/innovation	✓		
3. Performs well under pressure	✓		
4. Effective when presenting ideas orally	✓		
5. Expresses ideas clearly and uses correct grammar in written communication	✓		
6. Listens effectively	✓		
7. Provides feedback in a constructive and timely manner	✓		
8. Is self-reliant and requires little or no supervision	✓		
9. Treats staff and/or students with fairness, respect and integrity.	✓		

I would hire this consultant again.  Yes  No

 July 20/06  
 SIGNATURE OF EVALUATOR DATE

Larry Padgett, Director of Operations  
 PRINT NAME OF EVALUATOR