



Periodic Performance Evaluation Glossary

Scoring Criteria

4 = Excellent | 3 = Good | 2 = Satisfactory | 1 = Poor | 0 = Unacceptable

Definitions of Rated Areas

1. **Quality of the Work.** The Firm “builds in quality” by rejecting poor quality work and materials without prompting by District staff. When deficient work is found, the Firm immediately corrects the work without argument.
2. **Customer Sensitivity.** The Firm understands and seeks to satisfy the needs of the district, makes suggestions to improve the design and constructs the project in a manner that minimizes interruptions to operations.
3. **Cost Awareness.** The Firm resolves issues in a manner that minimizes cost impacts, proposes “value engineering” cost savings and avoids unwarranted claims for additional compensation.
4. **Diversity Goals.** The Firm is committed to the participation of minority and small business groups in the project and is achieving the contract participation goals.
5. **Project Management.** The Firm manages, coordinates and directs its workforce, suppliers and subcontractors to efficiently advance the progress and quality of the work.
6. **Technical Competence.** The Firm studies and understands the technical requirements of the contract documents, specifically, the plans and specifications. The Firm exhibits the experience and resources necessary to accomplish project requirements.
7. **Safety.** The Firm complies with OSHA requirements and is attentive to safety during all construction activities. The Firm performs safety inspections and conducts regular safety training sessions with all workers.
8. **Schedule.** The Firm prepares a complete project schedule that fulfills the contract requirements, prosecutes the work as to maintain the project schedule and provides monthly schedule updates that reflect the progress of the work.
9. **Submittals, RFIs, RFPs, Documentation and Close Out.** The Firm submits all project related contract documentation in a timely manner. Documentation is complete and technically accurate, provides the information necessary to address issues, and accomplishes contract requirements.
10. **Environmental Compliance.** The Firm is aware of the sensitivity of the environment and takes necessary precautions. The Firm complies with all conditions of environmental permits and appropriate laws and regulations.

Overview for A/E

1/17/2007

Data Based on submitted PPE's / See individual data worksheets

	# of PPE's	Page Avg TTLs	Total Project Average		
Howard & Assoc.				Total Number of PPE's	3
Banyan Creek Elementary Add	3	9.5	3.17	Number of Projects	1
-	-				
-	-				
				Current Rating Based on Data	3.17