

MASSACHUSETTS BAY TRANSPORTATION AUTHORITY CONTRACTOR PERFORMANCE RECORD

DATE: _____ MBTA CONTRACT NO. _____

CONTRACT TITLE: _____

PROJECT MANAGER: _____ PAY ESTIMATE NO.: _____

CONTRACTOR: _____

CONTRACTOR PROJECT MANAGER: _____

AWARD AMOUNT: _____ ADJUSTED VALUE: _____

PERCENT OF PROJECT COMPLETE TO DATE: _____

PERCENT OF WORK PERFORMED BY PRIME CONTRACTOR: _____

INTERIM REPORT NO.: _____ FINAL REPORT: _____

The Contractor Performance Evaluation is required to be submitted every **6th** payment for the duration of the construction contract and upon contract closeout.

Rating: (100 Points Maximum)

Unacceptable	Needs Improvement	Satisfactory	Good	Very Good	Excellent
0-5 Points	6 Points	7 Points	8 Points	9 Points	10 Points

- Adherence to MBTA Safety Requirements:** Rate this contractor's safety and housekeeping procedures on this project. Were there any OSHA violations or serious safety accidents? Was there a culture of safety on this project? If so, provide specific examples.

Points: _____

Comments: _____

2. **Rate the overall quality of this contractor's workmanship.** Were there quality-related or workmanship problems on the contract? Was there a culture of quality on this project? Please provide specific examples:

Points: _____

Comments: _____

3. **Resolution of Construction Deficiencies:** Rate the contractor's ability to resolve quality issues. Did the contractor correct problems on their own or did they resist until forced? Did the contractor proactively propose solutions?

Points: _____

Comments: _____

4. **Project Management:** Rate this contractor's performance with regard to adhering to contract schedules and milestones. Did the contractor regularly submit good quality schedule updates? Did the contractor meet the contract schedule or the schedule as revised by approved change orders? If not, was the delay attributable to this contractor? If so, provide specific examples.

Points: _____

Comments: _____

5. **Subcontractor Management:** Rate this contractor's ability, effort, and success in managing and coordinating subcontractors (if no subcontractors, rate this contractor's overall project management). Was the contractor able to effectively resolve problems related to subcontractor work? If not, provide specific examples. Provide below the current DBE goal and DBE Paid Through Last percentage achieved by the contractor:

Project DBE Goal (From CMS): % **Current DBE Paid Through Last % (From CMS):** %

If the current DBE Paid through last is below the DBE goal, explain how the contractor plans to achieve the DBE goal.

Points: _____

Comments _____

6. **Change Orders:** Was the contractor reasonable to work with on identifying and resolving change orders or claims? Were this contractor's prices on change orders and extras reasonable? If not, provide specific examples.

Points: _____

Comments _____

7. **Paperwork Processing:** Rate this contractor's performance in completing and submitting required project paperwork (i.e. change orders, submittals, drawings, requisitions, payroll, workforce reports, etc.). Did the contractor submit the required paperwork promptly and in proper form? If not provide specific examples.

Points: _____

Comments: _____

8. **Working Relationships:** Rate this contractor's working relationships with other parties (i.e. owner, designer, subcontractor, third parties such as municipalities or utility companies, etc.). Did this contractor relate to other parties in a professional manner? If not, give specific examples.

Points: _____

Comments: _____

9. **On-Site Supervisory Personnel Rating:** Rate the general performance of the contractor's on-site supervisory personnel. Did the superintendent(s) have the knowledge, management skills and experience to run a project of the size and scope? If not, provide specific examples.

Points: _____

Comments _____

10. **General Performance:** INTERIM REPORT: Is the contractor resolving open issues in a reasonable manner such that future closeout will be efficient.

FINAL REPORTING ONLY: Efficiency in Closing Out Project: Were as-built plans accurate and provided promptly at the end of project? Were they responsive to completing punch list items?

Points: _____

Comments _____

TOTAL RATING: _____

Signature:

Date:

Contractor:



Request Meeting

Comments

Signature:

Date:

MBTA Resident Engineer

MBTA Project Manager

MBTA Director

MBTA Director of Quality Assurance

MBTA AGM for Capital Delivery
