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| **Instructions:** Use this form to evaluate the annual performance of vendors that have a fully executed Agreement for the 2019 – 2020 school year.Be factual and do not include unsubstantiated opinions. |
| **Evaluator Name** | **Title** | **Department** |
|       |       |       |
| **Vendor Name** | **Board Resolution #** | **Performance Period** |
|  |       | From:        | To:       |
| **DEMOGRAPHICS:** |
| How many schools are serviced by this contract? | What are the names of the schools? |
| How many students are serviced by this contract? | What are the grade levels? |
| **This Contract was for one of the following Categories** |
| [ ]  Construction [ ]  Consultant Services [ ]  Instructional Materials [ ]  Instructional Supplies [ ]  Equipment[ ]  Software and/or Maintenance support |
| **Definitions of Performance Ratings** |
| **SATISFACTORY** | **UNSATISFACTORY** | **NO EVIDENCE** |
| Meets contractual requirements. The actions taken by the vendor were Satisfactory. | Does not meet contractual requirements. | There is not sufficient information to rate performance. |
| **PERFORMANCE RATING** | **COMMENTS** |
| **Fulfillment of Terms and Conditions of Contract** | [ ]  Satisfactory (2)[ ]  Unsatisfactory (1)[ ]  No Evidence (0) |  |
| **Materials, supplies and equipment provided as required.** | [ ]  Satisfactory (2)[ ]  Unsatisfactory (1)[ ]  No Evidence (0) |  |
| **Staff Availability** | [ ]  Satisfactory (2)[ ]  Unsatisfactory (1)[ ]  No Evidence (0) |  |
| **Timeliness of work** | [ ]  Satisfactory (2)[ ]  Unsatisfactory (1)[ ]  No Evidence (0) |  |
| **Staff Professionalism** | [ ]  Satisfactory (2)[ ]  Unsatisfactory (1)[ ]  No Evidence (0) |  |
| **Communication and Accessibility** | [ ]  Satisfactory (2)[ ]  Unsatisfactory (1)[ ]  No Evidence (0) |  |
| **Prompt and effective application of corrective actions (if needed)** | [ ]  Satisfactory (2)[ ]  Unsatisfactory (1)[ ]  No Evidence (0) |  |
| **Documentation receipts, invoices and reports received in a timely manner and in compliance with contract specifications** | [ ]  Satisfactory (2)[ ]  Unsatisfactory (1)[ ]  No Evidence (0) |  |
| **Comments:** |  |
| **Total Score:** |  |  |
| **Satisfactory: 16 points – 11 points**  | **Unsatisfactory: 10 points – 1 Point** |
| **Performance in support of Transformation Plan 3.0** |
| **Which of the following TP 3.0 Pillars did this contract successfully address?** |
| [ ]  **Pillar 1** The District Creates a System of Schools[ ]  **1.1** [ ]  **1.2** [ ]  **1.3** [ ]  **1.4** | [ ]  **Pillar 2** The District advances fairness and equity across the system[ ]  **2.1** [ ]  **2.2** [ ]  **2.3** |
| [ ]  **Pillar 3** The District cultivates teachers and leaders who foster effective, culturally responsive learning environments[ ]  **3.1** [ ]  **3.2** [ ]  **3.3** [ ]  **3.4** | **[ ]  Pillar 4** All students learn to read and succeed[ ]  **4.1** [ ]  **4.2** [ ]  **4.3** [ ]  **4.4** |
| **[ ]  Pillar 5** Community partnerships and resources support the district’s transformation Plan[ ]  **5.1** [ ]  **5.2** [ ]  **5.3** [ ]  **5.4** |
| **List and describe the Deliverables of the Contract / Copy and Paste the Deliverables from the scope of Services section within the Contract** |
| 1.
2.
3.
 |
| **Describe how the successful Deliverable augmented the District’s ability to achieve the TP 3.0 SMART GOAL FOCUS Area(s)** |
| 1.
2.
3.
 |
| **SUPPORTING dATA WHEN RELEVANT**  |
| ***Provide hISTORICAL rAW daTA*** |
| Submit attachments if necessary |
| *Provide expectations regarding specific changes in student outcome data based on implementation of the program for the upcoming year* |
| Submit attachments if necessary |
| **Are the deliverables satisfactory?** | **YES**  [ ]  | **NO** [ ]  |
| **Describe how the Deliverables were unsatisfactory AND WHY** |
| 1.
2.
3.
 |
| **Would you recommend using this Vendor again?** | [ ]  Yes [ ]  No |
|  |