|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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** | | | | | | | | | |
|  | | | | | | | | | |
| **Describe how the successful Deliverable augmented the District’s ability to achieve the TP 3.0 SMART GOAL FOCUS Area(s)** | | | | | | | | | |
|  | | | | | | | | | |
| **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** | | | | | | | | | |
|  | | | | | | | | | |
| **Would you recommend using this Vendor again?** | | | | | | Yes  No | | | |
|  | | | | | | | | | |