

CAPITAL DEVELOPMENT BOARD



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December 20, 2011

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Mr. Dan Relich
Sullivan Roofing Inc
60 E State Parkway
Schaumburg, IL 61073

RE: CDB Project No. 810-030-023
Replace Roof - Events & Fitness Center
Elgin Community College - Kane County

Dear Mr. Relich:

Enclosed please find the completed Performance Evaluation(s) for the above referenced project.

Very truly yours,

Wm. G. Stratton Building
401 South Spring Street
Third floor
Springfield, Illinois
62706-4050

A handwritten signature in cursive script that reads "Karen Fredrickson" with the initials "KFB" written below the name.

Karen Fredrickson
Regional Manager

James R. Thompson Center
100 West Randolph Street
Suite 14-600
Chicago, Illinois 60601-3283

Dunn-Richmond Economic
Development Center
150 East Pleasant Hill Road
Carbondale, Illinois 62901

1222 Shooting Park Road
Suite 108
Peru, Illinois 61354

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217.524-0565 FAX
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**State of Illinois
CAPITAL DEVELOPMENT BOARD**

**CPE
CONTRACTOR PERFORMANCE EVALUATION**

CDB Project # 810-030-023 Firm Evaluated: Sullivan Roofing, Inc.
 Project: Events & Fitness Center Roof replacement Address: 60 East State Parkway
 Location: Elgin Community College Schaumburg, Illinois 60173
 Prepared by: John Nalis Contract # 12-0407-81
 Title: PM Total Contract Amt: \$ 334,000.00
 Affiliation: Contractor User CDB A/E Date of Evaluation 12/13/2011

Evaluation Interim Retention Reduction Substantial Final
 Note: Substantial and Final evaluations must be submitted within 90 days of those events

PART I - PERFORMANCE

	<u>EVALUATION CRITERIA:</u> To what level.....	<u>EVALUATION SCORING:</u> Rate the firm with scores 5 through 1. 5 = Excellent; 4 = Good; 3 = Satisfactory; 2 = Less than Satisfactory; 1 = Unacceptable. N/A = Not Applicable. Comments are required if any score is less than 3.
1.	did the contractor communicate with the A/E in accordance with the contract documents?	5
2.	were the quality and timeliness of the submittals acceptable?	5
3.	did the contractor submit, follow, and update a written schedule in accordance with the contract requirements?	5
4.	did the contractor adequately staff the project?	5
5.	were material deliveries in accordance with the contractor's schedule?	5
6.	did the contractor submit the CASS form for review one week in advance of the pay/progress meeting?	5
7.	did the contractor promptly pay the subcontractors and/or suppliers?	5
8.	was the contractor represented at pay/progress meetings by a person with decision-making authority?	5
9.	did the contractor return the completed RFP/CO within 15 days of receipt from the A/E?	N/A
10.	were the materials and workmanship in compliance with the contract documents?	5
11.	did the contractor comply with site regulations in accordance with the contract documents?	5
12.	did the contractor coordinate disruption of facility operations with the user?	5
13.	did the contractor cause any delays to the project?	5
14.	did the contractor work to actively resolve problems?	5
15.	did the contractor coordinate and cooperate with other contractors and suppliers?	5
16.	was the supervision of the work in accordance with the contract documents?	5
17.	was a complete final invoice with backup submitted within 45 days from final acceptance?	5
	WERE THE FOLLOWING ITEMS SUBMITTED AND/OR COMPLETED BY THE DATE INDICATED ON THE SUBSTANTIAL COMPLETION FORM?	
18.	accurate and complete record documents (as-builts).	N/A
19.	punch list items.	5
20.	certificate of operating and training instruction.	5
21.	complete O&M Manuals.	N/A
22.	testing & balancing reports.	N/A

PART II - PROCESSING (CDB USE ONLY)

CDB PROJECT MANAGER: <u>John Nalis</u>	DATE: <u>12/13/2011</u>
CDB REGIONAL MANAGER: <u>Samuel... ..</u>	DATE: <u>12-13-11</u>
DISTRIBUTION BY: <u>J. Hiten</u>	DATE: <u>12-20-11</u>
DISTRIBUTION: Contractor <input checked="" type="checkbox"/> Responsibility File <input type="checkbox"/>	

OVER