

COMMONWEALTH OF VIRGINIA  
 DEPARTMENT OF TRANSPORTATION  
**PROJECT PERFORMANCE INTERIM REPORT**

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Contract ID: \_\_\_\_\_ Possible Scores Agreed By: \_\_\_\_\_

Project No.: \_\_\_\_\_

VDOT Initials \_\_\_\_\_ Contractor Initials \_\_\_\_\_

**A. QUALITY** (Total Point Value: 30)

	SCORE	/	POSSIBLE
. Project management encouraged exceeding specifications requirements	_____	/	_____
. Project management supported and cooperated with inspection process	_____	/	_____
. Project work force demonstrated positive attitude	_____	/	_____
. Company management demonstrated positive attitude	_____	/	_____
	_____	/	_____
	<b>TOTAL SCORE</b>		<b>POSSIBLE</b>

**B. PROSECUTION of WORK** (Total Point Value: 30)

	SCORE	/	POSSIBLE
. Plan of operation	_____	/	_____
. Continuous prosecution of work	_____	/	_____
. Managing and coordinating work of subcontractors	_____	/	_____
. Managing resources (labor, material, equipment, etc.)	_____	/	_____
. On schedule and/or completed on time	_____	/	_____
. Flexibility to modify work activities	_____	/	_____
	_____	/	_____
	<b>TOTAL SCORE</b>		<b>POSSIBLE</b>

**C. PROJECT COMMUNICATION** (Total Point Value: 20)

	SCORE	/	POSSIBLE
. Daily communication between contractor and VDOT project personnel	_____	/	_____
. Joint resolution of problems	_____	/	_____
. Completeness and timeliness of project documentation	_____	/	_____
	_____	/	_____
	<b>TOTAL SCORE</b>		<b>POSSIBLE</b>

**D. SAFETY** (Total Point Value: 10)

	SCORE	/	POSSIBLE
. Traveling public	_____	/	_____
. Project personnel (VDOT and contractor)	_____	/	_____
. Maintaining work zone	_____	/	_____
. Setup and transition between operations	_____	/	_____
	_____	/	_____
	<b>TOTAL SCORE</b>		<b>POSSIBLE</b>

**E. ENVIRONMENTAL** (Total Point Value: 10)

	SCORE	/	POSSIBLE
. Proper installation	_____	/	_____
. Proper maintenance and inspection	_____	/	_____
. Effectiveness of intended function	_____	/	_____
. Review after storm events and responsiveness	_____	/	_____
	_____	/	_____
	<b>TOTAL SCORE</b>		<b>POSSIBLE</b>

SUM of CATEGORY SCORES: \_\_\_\_\_ / \_\_\_\_\_

SCORER'S SIGNATURE: \_\_\_\_\_

Score(S) \_\_\_\_\_ Possible(P) \_\_\_\_\_

INTERIM SCORE (S÷P) \*100 =

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**INSPECTOR'S REMARKS AND COMMENTS**

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**CONTRACTOR'S JOBSITE REPRESENTATIVE COMMENTS**

Provide any comments or remarks that are relative to each category.

**A. QUALITY**

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**B. PROSECUTION of WORK**

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**C. PROJECT COMMUNICATION**

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**D. SAFETY**

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**E. ENVIRONMENTAL**

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VDOT representative: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor's representative: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this as a representative of the contractor you are acknowledging that you have reviewed the scores. Your signature does not necessarily indicate agreement with the scores shown.