

**FLORIDA DEPARTMENT OF TRANSPORTATION
CONTRACTOR SURVEY**

FPID: _____

A. QUALITY OF PLANS

(Comments may be added on the lines provided)	Strongly Agree	Agree	Disagree	Strongly Disagree
1. Contract plan notes were clear, concise and consistent. ----- -----				
2. Contract plans provided sufficient information to submit a competitive bid. ----- -----				
3. Contract plans were free from constructability issues, design errors. ----- -----				
4. Necessary pay items and quantities were provided. ----- -----				
5. Maintenance of Traffic phasing and sequencing was adequate. ----- -----				
6. Pre-Bid questions were answered in a timely manner. ----- -----				

B. ALTERNATIVE CONTRACTING/CONTRACT TIME

1. Alternative contracting method chosen for project was appropriate. ----- -----				
2. The monetary value of alternative contracting method was commensurate with risk. ----- -----				

C. PRECONSTRUCTION MEETING

1. Preconstruction conference agenda covered all the pertinent project issues. ----- -----				
2. Project Engineer was prepared for preconstruction conference. ----- -----				
3. The date of preconstruction conference was adequately set prior to construction. ----- -----				

C. PRECONSTRUCTION MEETING - Continued

	Strongly Agree	Agree	Disagree	Strongly Disagree
4. Other pre-activity meetings (paving, concrete, pile driving, MOT, signalization) were beneficial to the project. ----- -----				
5. The appropriate people attended the preconstruction meeting. ----- -----				
6. Preconstruction conference minutes were timely distributed. ----- -----				

D. FIELD INSPECTION AND RELATED SERVICES

1. Department personnel perform inspections and tests without delaying the project. ----- -----				
2. Project personnel had the required construction knowledge. ----- -----				
3. Project personnel had adequate knowledge of plans and contract documents. ----- -----				
4. Project personnel attempted to resolve unforeseen issues in a timely manner. ----- -----				

E. ADMINISTRATION OF CONTRACT DOCUMENTS

1. Project personnel maintained accurate and detailed documentation. ----- -----				
2. EEO, DBE, and OJT technical assistance was provided on a regular basis. ----- -----				
3. Requests for information were responded to in a timely manner. ----- -----				
4. Shop drawing reviews were performed in a timely manner. ----- -----				
5. Changes and modifications were properly coordinated and timely incorporated in the contract. ----- -----				

E. ADMINISTRATION OF CONTRACT DOCUMENTS - Continued

	Strongly Agree	Agree	Disagree	Strongly Disagree
6. VECP's were processed in a timely manner. _____ _____				
7. Reviews of the baseline schedule were performed within the time specified in the contract. _____ _____				
8. Constructive comments on the submitted baseline schedule were generated by the reviewer. _____ _____				
9. The Contractor Past Performance Rating status was communicated to the contractor at least monthly. _____ _____				

F. UTILITIES

1. Department personnel were knowledgeable about the type and location of the utilities shown on the plans. _____ _____				
2. Department personnel were prepared to resolve issues concerning utilities. _____ _____				
3. The Department coordinated resolution of the utility issues in a timely manner. _____ _____				
4. Necessary utility contact numbers were provided. _____ _____				
5. Utilities were properly identified on the plans. _____ _____				
6. Pre-utility meetings held prior to the preconstruction conference were beneficial. _____ _____				
7. The Utility Work Schedules accurately reflect how the relocations took place. _____ _____				

G. PAYMENTS

	Strongly Agree	Agree	Disagree	Strongly Disagree
1. Monthly progress payments were made in a timely manner, unless there was a contractual reason for withholding. ----- -----				
2. Bonus and incentive payments were made in a timely manner. ----- -----				
3. Monthly progress payments adequately reflected work completed to date of cutoff. ----- -----				
4. Supplemental agreements were processed in a timely manner. ----- -----				
5. Work Orders were processed and reimbursement was provided on the subsequent progress payment. ----- -----				

H. ISSUE RESOLUTION

1. Reasonable efforts were made to prevent escalation of issues into major conflicts. ----- -----				
2. Notices of intent to claim were acknowledged, timely assessed, and impacts were mitigated. ----- -----				
3. Issues submitted were promptly reviewed and responded to. ----- -----				
4. Issue negotiations were conducted objectively with fair and equitable settlement offers. ----- -----				
5. The claim appeal process provided the necessary recourse to appeal claim items. ----- -----				
6. The Department supported the DRB process and issues were taken to the DRB when at an impasse. ----- -----				

I. DECISION MAKING PROCESS

	Strongly Agree	Agree	Disagree	Strongly Disagree
1. In conflict situations the Department's chain of authority was clear. ----- -----				
2. The proper level of authority was readily available when a conflict did arise. ----- -----				
3. Decisions as a result of conflicts were made in a timely manner. ----- -----				
4. Conflicts were resolved at the project level. ----- -----				
5. Alternatives were given to continue working while conflicts were being resolved. ----- -----				
6. Effective lines of communication were clearly established early in the project. ----- -----				
7. A good line of communication was available with project personnel. ----- -----				

Name: _____
CONTRACTOR WHO COMPLETED THE SURVEY

Phone: _____