# Contractor Performance Evaluation

## Objective

The objective of the system is to promote the construction of high-quality buildings by making it easier for building owners to find excellent contractors through the evaluation and publication of the quality of their work. The system also aims to improve the quality of the work of contractors by encouraging competition among them.

## Evaluator

The municipality shall verify the site inspection results (completed “Inspection Checklist”) and evaluate the performance quality of the contractor according to the prescribed criteria.

## Evaluation Procedure

The evaluation by the municipality shall be conducted in synchronization with the site inspection process stipulated in the BCWP. Details of the procedure are shown in Appendix 1.

The evaluation method is simply to refer to all of the site inspection checklists, verify certain items, overview the construction project and fill in the evaluation sheet. Details of the evaluation criteria are shown in 4 and a sample of the evaluation sheet is shown in Appendix 2.

## Evaluation Criteria

The evaluation shall be done in three levels of grading (Bronze, Silver and Gold). The criteria for each grade are shown below.

**Bronze**: Construction was completed in accordance with the BCWP and does not satisfy the requirements for the Silver.

**Silver:** The following specified inspection items were passed without remediation actions from the municipality at all 4 stages of the site inspections (1st Inspection, 2nd Inspection, 3rd Inspection, and Final Inspection).

|  |  |  |  |
| --- | --- | --- | --- |
| **1st Interim Inspection** | **2nd Interim Inspection** | **3rd Interim Inspection** | **Final Inspection** |
| Layout detail: 1. No deviation in layout from the approved design
 | Layout detail: 1. No deviation in layout from the approved design
 | Layout detail: 1. No deviation in layout from the approved design
 | Building design:1. Build building does not deviate from the approved design
2. Whether the building complies required building code and by-lays?
3. The structure is free from undue cracks, settlements, leakage, damping, etc.
 |
| Foundation details: 1. Depth of the foundation
2. Reinforcement in the foundation (in mm @ c/c, e.g. 12mm @ 150c/c)
3. Reinforcement in the strap (in N-Dia (in mm) (T) + N-Dia (in mm) (B) [e.g. 3-12 mm (T) + 3-12 mm (B)]
 |  |  |  |
| Column details: 1. Number and size of reinforcements (in N-Dia (in mm) + N-Dia (in mm), (e.g. 4-20 mm + 4-16 mm)
 |  | Column details: 1. Number and size of reinforcements (in N-Dia (in mm) + N-Dia (in mm), (e.g. 4-20 mm + 4-16 mm)
 |  |
|  | Plinth Beam details:1. Reinforcement in the beam (in N-Dai (in mm) (T) + N-Dia (in mm) (B), [e.g. 3-12 mm (T) + 3-12 mm (B)]
 | Beam details:1. Reinforcement in beam (in N-Dai (in mm) (T) + N-Dia (in mm) (B), [(e.g. 3-12 mm (T) + 3-12 mm (B)]
 |  |
|  |  | Floor slab1. Reinforcement in slab (in Dia (in mm) @ spacing in mm c/c, [e.g. 8 mm @ 150 mm c/c both ways]
 |  |
|  | Concrete test report: 1. Foundation/ Column/ Strap Beam (MPa)
 | Concrete test report: 1. Columns/Beams (MPa)
 |  |

**Gold:** All the requirements for the silver grade shall be fulfilled and the result of concrete strength test shall exceed minimum requirement at 2nd and 3rd interim inspection shall be passed.

In addition to the above, the following specified inspection items listed in the “Construction Safety Information” section of the site inspection checklists were passed without remediation action from the municipality at all stages of the inspection.

|  |  |
| --- | --- |
| **Main Category** | **Sub-category** |
| Materials store | They are segregated and stored in accordance to the not quality deterioration  |
| Store in the proper place not be obstructed to public  |
| Near a public place | Fences and nets  |
| Safety | Safety helmets (hard hats), safety boots |
| Vertical safety nets are installed. |
| Construction  | Safe scaffolder  |

The construction of the building shall be completed within the approved period of the municipality.

There shall not be dissatisfaction of building owner regarding the construction of the building because of the contractor’s works.

## Use of Evaluation Results

The evaluation results are accumulated in the municipality, periodically converted into the appropriate forms and published on the municipality's website and/or the registration record system (e.g. e-BPS), thereby building owners who are planning to construct buildings can easily access the information of registered contractors performing excellent works and select a good contractor referring that information. In addition, the accumulated evaluation results are utilized to identify contractors performing excellent work in the municipality for the awards.

**Appendix 1:** Work Procedure

**Appendix 2:** Sample of Evaluation Sheet for Construction Work

# Work Procedure

1. **Procedure Flowchart**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Building Owner** | **Designer** | **Contractor** | **Supervision Consultant** | **Municipality** |
| Application of Final InspectionApplication of 2nd Interim InspectionApplication of 1st Interim InspectionApplication of 3rd Interim InspectionHanding Over |  | Building Construction to SuperstructureBuilding Construction up to Plinth Level | Supervision ReportSupervision ReportSupervision ReportSupervision Report | Registration & Publication of Evaluation ResultsEvaluation (Grading)Confirmation of Construction Period & Building Owner’s SatisfactionVerification of Inspection ChecklistVerification of Inspection ChecklistVerification of Inspection ChecklistVerification of Inspection ChecklistFinal Inspection & Completion Certificate2st Interim Inspection & Certificates(Building Permit)3rd Interim Inspection & Certificates1st Interim Inspection & Certificates |

1. **Description of the Municipality’s Action**
2. Verify the completed checklist for the 1st interim inspection and fill in the relevant parts of the evaluation sheet.
3. Verify the completed checklist for the 2nd interim inspection and fill in the relevant parts of the evaluation sheet.
4. Verify the completed checklist for the 3rd interim inspection and fill in the relevant parts of the evaluation sheet.
5. Verify the completed checklist for the final inspection, confirm other inspection items not linked to the checklist and fill in the relevant parts of the evaluation sheet.
6. Determine the performance grades (Bronze, Silver or Gold grade) as an evaluation result based on the fully completed evaluation sheet.
7. Keep the completed evaluation sheet and accumulate evaluation results (contractor name, grade, project information, etc.) on the municipality's tools such as MS Excel, e-BPS, etc. Accumulated data is utilized to nominate annual awarded contractors in the “Excellent Contractors and Supervision Consultants Awards”.
8. Organize the accumulated evaluation results and periodically published on the suitable municipality's system such as website, e-BPS, etc. The frequency of publication is recommended once a month. But effective frequency can be set considering the number of construction projects implemented in the municipality.

The following are recommended, but not limited to, forms of publication.

* Prepare a list of evaluation results in the period set by the municipality and publish it on the municipality website.
* Display evaluation results alongside contractors' personal information on the municipality’s contractor registration system (e.g. e-BPS).

# Sample of Evaluation Sheet for Construction Work

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.N.** | **Evaluation Parameters** | **1st Interim Inspection** | **2nd Interim Inspection** | **3rd Interim Inspection** | **Final Inspection** | **Grade** |
| Whether following specified inspection items were passed **without remediation actions** from the municipality? | Silver[ ]  |
| 1 | Layout detail: * There was no deviation in layout from the approved design
 | [ ] 31 (a) | [ ]  33 | [ ]  33 | [ ]  33 |
| 2 | Foundation details: * Were the size and depth of the foundation as per the approved design specification?
 | [ ] 32 (b1)[ ] 32 (b2)[ ] 32 (c1)[ ] 32 (c2)[ ] 32 (d1)[ ] 32 (d2)[ ] 32 (e1)[ ] 32 (e2)[ ] 32 (f1)[ ] 32 (f2)[ ] 32 (g1)[ ] 32 (g2) |  |  |  |
|  | * Was the reinforcement in the foundation as per the approved design specification? (in mm @ c/c, e.g. 12mm @ 150c/c)
 | [ ] 32 (b3)[ ] 32 (b4)[ ] 32 (c3)[ ] 32 (c4)[ ] 32 (d3)[ ] 32 (d4)[ ] 32 (e3)[ ] 32 (f3)[ ] 32 (f4)[ ] 32 (g3) |  |  |  |
| 3 | Strap beam details: * Was the reinforcement in the strap beam as per the approved design specification? (in N-Dia (in mm) (T) + N-Dia (in mm) (B) [e.g. 3-12 mm (T) + 3-12 mm (B)]
 | [ ] 32 (d8)[ ] 32 (e6) |  |  |  |
| 4 | Column details: * Were the number and size of reinforcements in the column as per the approved design specification? (in N-Dia (in mm) + N-Dia (in mm), (e.g. 4-20 mm + 4-16 mm)
 | [ ] 33 (a3) |  | [ ] 34 (a3) |  |
| 5 | Plinth beam details:* Was the reinforcement in the plinth beam as per the approved design specification? (in N-Dai (in mm) (T) + N-Dia (in mm) (B), [e.g. 3-12 mm (T) + 3-12 mm (B)]
 |  | [ ] 35 (c) [ ] 35 (d) |  |  |
| 6 | Beam details:* Was the reinforcement in the beam as per the approved design specification? (in N-Dai (in mm) (T) + N-Dia (in mm) (B), [(e.g. 3-12 mm (T) + 3-12 mm (B)]
 |  |  | [ ] 36 (a3)[ ] 36 (a4) |  |
| 7 | Floor slab* Was the reinforcement in the slab as per the approved design specification? (in Dia (in mm) @ spacing in mm c/c, [e.g. 8 mm @ 150 mm c/c both ways]
 |  |  | [ ] 36 (b2) |  |
| 9 | Building design:* Build building does not deviate from the approved design
 |  |  |  | [ ] 31 (a) |
|  | * Whether the building complies with the required building code and by-laws?
 |  |  |  | [ ] 31 (b) |
|  | * The structure is free from undue cracks, settlements, leakage, damping, etc.
 |  |  |  | [ ] 31 (c) |
| 10 | Concrete test report: *(Do the results of the concrete strength test exceed the minimum requirement?)** Foundation/ Column/ Strap Beam (MPa)
 |  | [ ] 32 |  |  | Gold[ ]  |
|  | * Columns/Beams (MPa)
 |  |  | [ ] 32 |  |
| 11 | Following “Construction Safety Information” |  |  |  |  |
|  | Material storage* They are segregated as to kind, size, and length such that they are safe against falling
 | [ ] 11 (a) | [ ] 11 (a) | [ ] 11 (a) | [ ]  11 |
|  | * Piles higher than one meter is stepped properly.
 | [ ] 11 (b) | [ ] 11 (b) | [ ] 11 (b) |  |
|  | Near a public place * Fence and suitable warning signs are provided during the construction and cleared after the completion
 | [ ] 17 | [ ] 17 | [ ] 17 | [ ]  14 |
|  | Safety * Safety PPE Equipment’s are provided and worn
 | [ ] 19 (a) | [ ] 19 (a) | [ ] 19 (a) |  |
|  | * Vertical safety nets are installed.
* 8m high buildings
 | [ ] 19 (b) | [ ] 19 (b) | [ ] 19 (b) |  |
|  | Construction* Safe scaffold
 | [ ] 20 (c)[ ] 21[ ] 22[ ] 34 (b)  | [ ] 20 (c)[ ] 21[ ] 22[ ] 38 (b) | [ ] 20 (c)[ ] 21[ ] 22[ ] 38 (b)[ ] 38 (c) |  |
| 12 | Construction work was completed within the period specified by the municipality. |  |  |  | [ ]  |
| 13 | There was no dissatisfaction from the building owner with the work of the contractor or supervision consultant |  |  |  | [ ]  |

|  |  |
| --- | --- |
| Not satisfy the requirements for the Silver Grade. | Bronze[ ]  |