

American Institute of Constructors

Constructor Certification Commission Document No. 44

**AIC Constructor Certification Commission Member Evaluation of  
Talley Management Group**

Directions: In order to help improve the performance of Talley Management Group please take the needed time to rate each of the attributes noted below. In the case of a 1 or 2 rating, please indicate why in the space provided in the “Comments” section and/or on the reverse side of the page.

Evaluation Scale:	1 (Lowest)	2	3	4	5 (Highest)
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**A. Services Provided**

a.	Provides all required services	1	2	3	4	5
b.	Provides additional services	1	2	3	4	5
c.	Overall effectiveness	1	2	3	4	5
d.	Overall efficiency	1	2	3	4	5
e.	Timely efforts	1	2	3	4	5
f.	Assists in moving AIC CCC forward	1	2	3	4	5
g.	Is beneficial in advancing AIC CCC in other areas	1	2	3	4	5

Comments:

**B. Events/Programs Management**

a.	Provides all required services	1	2	3	4	5
b.	Provides additional services	1	2	3	4	5
c.	Overall effectiveness	1	2	3	4	5
d.	Overall efficiency	1	2	3	4	5
e.	Timely efforts	1	2	3	4	5
f.	Assists in moving AIC CCC forward	1	2	3	4	5
g.	Is beneficial in advancing AIC CCC in other areas	1	2	3	4	5

Comments:

Evaluation Scale:

1 (Lowest)

2

3

4

5 (Highest)

### C. Financial Management

a.	Record Keeping	1	2	3	4	5
b.	Timeliness of reports	1	2	3	4	5
c.	Accuracy of reports	1	2	3	4	5
d.	Thoroughness of reports	1	2	3	4	5
e.	Easy to understand reports	1	2	3	4	5
f.	Provides recommendations for cost savings	1	2	3	4	5
g.	Provides recommendations for revenue generation	1	2	3	4	5

Comments:

### D. Communications – Internal (Commission)

a.	Timeliness	1	2	3	4	5
b.	Thoroughness	1	2	3	4	5
c.	Accuracy	1	2	3	4	5

Comments:

### E. Communications – External

a.	Timeliness	1	2	3	4	5
b.	Thoroughness	1	2	3	4	5
c.	Accuracy	1	2	3	4	5
d.	Professional Appearance	1	2	3	4	5
e.	Professional Messages	1	2	3	4	5
f.	Overall effectiveness	1	2	3	4	5

Comments:

Evaluation Scale:

1 (Lowest)

2

3

4

5 (Highest)

### F. Operating Style

a.	Friendliness/Courtesy/Respectfulness	1	2	3	4	5
b.	Helpfulness	1	2	3	4	5
c.	Responsiveness	1	2	3	4	5
d.	Openness to improvement	1	2	3	4	5
e.	Taking initiative	1	2	3	4	5
f.	Participation in meetings	1	2	3	4	5

Comments:

### G. Senior Management

a.	Experience/Expertise	1	2	3	4	5
b.	Professionalism	1	2	3	4	5
c.	Leadership style	1	2	3	4	5
d.	Amount of time spent on Commission	1	2	3	4	5
e.	Contributions of best practices	1	2	3	4	5
F	Contributions of partnership ideas/opportunities	1	2	3	4	5

Comments:

### H. Day-to-Day Staff

a.	Experience/Expertise	1	2	3	4	5
b.	Professionalism	1	2	3	4	5
c.	Staff Turnover	1	2	3	4	5
d.	Continuity Planning	1	2	3	4	5
e.	Proactive	1	2	3	4	5

Comments:

Evaluation Scale:	1 (Lowest)	2	3	4	5 (Highest)
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**I. Overall Management of the Commission**

a.	Reliable	1	2	3	4	5
b.	Trustworthy	1	2	3	4	5
c.	Timely	1	2	3	4	5
d.	Thoughtful/Good Judgment	1	2	3	4	5

Comments:

**J. Strengths of TMG**

**K. Specific Areas Needing Improvement**

**Revision History:**

Last Revised: 02/24/2022