

Construction Time Tracking Vendor Scorecard

Project / decision date: _____

Score each vendor from 0-3: 0 = missing, 1 = workaround, 2 = adequate, 3 = strong. Multiply the score by the weight. Do not score from a sales deck - require a live demonstration using one of your hardest field-to-pay workflows.

#	Capability	Evidence to require	Wt.	Vendor A score	Vendor B score	Vendor C score	Proof / notes
1	Mobile field capture	Fast clock-in/out; simple crew use; device and kiosk options	3				
2	Location controls and privacy	Jobsite controls with a clear policy for when location is collected	2				
3	Job, project and cost codes	Correct code selection without slowing crews; controlled changes	3				
4	Pay context and rules	Captures the details needed for overtime, travel, breaks and other rules	3				
5	Supervisor approvals	Foremen can review exceptions and approve by crew, site or pay period	3				
6	Exceptions and edit trail	Missing punches surface quickly; edits retain who, what, when and why	3				
7	Payroll handoff	Approved time moves to payroll without duplicate entry or shadow spreadsheets	3				
8	Job-cost/accounting handoff	Labor dimensions transfer at the detail level finance needs	3				
WEIGHTED TOTAL		Maximum score: 69					Decision owner: _____

THREE PROOF GATES	AUTOMATIC NO	FINAL DECISION
Capture: A field worker records usable time and job detail. Review: A supervisor finds and resolves exceptions. Transfer: Approved detail reaches payroll and job cost correctly.	☐ Cannot demo your hard week ☐ Requires a shadow spreadsheet ☐ No recovery plan for weak connectivity ☐ No defensible edit history	Preferred vendor: _____ Next proof step: _____ Owner / due date: _____

Tip: Weighting helps comparison, but workflow proof is the decision gate. A high-scoring system that cannot survive your hardest week is not the right system.