

# A Comparison Checklist: Multiple Contractors vs Single Automation Partner

Use this checklist to compare the two delivery models and determine which approach best supports your facility's reliability, efficiency, compliance and long-term objectives.



How to use this checklist

Review each factor and tick the approach that best meets your needs. Add notes where helpful. Total your score to see which option delivers the greatest value for your site.



Site / Facility: \_\_\_\_\_



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



Completed By: \_\_\_\_\_



Role / Position: \_\_\_\_\_



Review Date: \_\_\_\_\_



Notes: \_\_\_\_\_

| EVALUATION FACTOR                                                                                                                                                                            | MULTIPLE CONTRACTORS<br>(Multiple Suppliers / Specialists)                                                                                                                                   | SINGLE AUTOMATION PARTNER<br>(One Provider for End-to-End Delivery)                                                                                                                   | BETTER OPTION<br>(Tick One)                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <div></div> <div><b>1. ACCOUNTABILITY</b><br/>Who is responsible when issues occur?</div>                   | <ul style="list-style-type: none"><li>Responsibility can be unclear</li><li>Reliant on coordination between parties</li><li>Higher risk of finger-pointing</li></ul> <div>Notes: _____</div> | <ul style="list-style-type: none"><li>One point of accountability</li><li>Clear ownership of outcomes</li><li>Faster issue resolution</li></ul> <div>Notes: _____</div>               | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |
| <div></div> <div><b>2. COMMUNICATION</b><br/>How easily do stakeholders communicate?</div>                 | <ul style="list-style-type: none"><li>Multiple points of contact</li><li>Information can be lost or delayed</li><li>Increased admin and meetings</li></ul> <div>Notes: _____</div>           | <ul style="list-style-type: none"><li>Single point of contact</li><li>Clear, consistent communication</li><li>Reduced admin and coordination</li></ul> <div>Notes: _____</div>        | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |
| <div></div> <div><b>3. SYSTEM INTEGRATION</b><br/>How well do systems work together?</div>                 | <ul style="list-style-type: none"><li>Risk of incompatibility between suppliers</li><li>Integration challenges</li><li>May require additional interfaces</li></ul> <div>Notes: _____</div>   | <ul style="list-style-type: none"><li>Designed and built to work together</li><li>Optimised integration</li><li>Fewer compatibility issues</li></ul> <div>Notes: _____</div>          | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |
| <div></div> <div><b>4. PROJECT DELIVERY</b><br/>How predictable is delivery and timeline?</div>            | <ul style="list-style-type: none"><li>Higher risk of delays</li><li>Dependencies between contractors</li><li>Change management is complex</li></ul> <div>Notes: _____</div>                  | <ul style="list-style-type: none"><li>Streamlined project management</li><li>Fewer dependencies</li><li>More predictable timelines</li></ul> <div>Notes: _____</div>                  | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |
| <div></div> <div><b>5. COST CONTROL</b><br/>How easy is it to manage costs?</div>                          | <ul style="list-style-type: none"><li>Multiple quotes and invoices</li><li>Scope gaps can increase costs</li><li>Variation orders are more common</li></ul> <div>Notes: _____</div>          | <ul style="list-style-type: none"><li>One contract and pricing structure</li><li>Clear scope and deliverables</li><li>Reduced variations and extras</li></ul> <div>Notes: _____</div> | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |
| <div></div> <div><b>6. SYSTEM RELIABILITY</b><br/>How reliable and consistent is the outcome?</div>        | <ul style="list-style-type: none"><li>Varies between suppliers</li><li>Inconsistent quality standards</li><li>Higher risk of performance issues</li></ul> <div>Notes: _____</div>            | <ul style="list-style-type: none"><li>Consistent quality and standards</li><li>Tested as a complete solution</li><li>Higher system reliability</li></ul> <div>Notes: _____</div>      | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |
| <div></div> <div><b>7. MAINTENANCE &amp; SUPPORT</b><br/>How straightforward is ongoing support?</div>     | <ul style="list-style-type: none"><li>Multiple support contacts</li><li>Different response times</li><li>More complex fault resolution</li></ul> <div>Notes: _____</div>                     | <ul style="list-style-type: none"><li>Single support team</li><li>Faster response and resolution</li><li>Better long-term support</li></ul> <div>Notes: _____</div>                   | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |
| <div></div> <div><b>8. COMPLIANCE &amp; DOCUMENTATION</b><br/>How easy is it to maintain compliance?</div> | <ul style="list-style-type: none"><li>Documentation can be inconsistent</li><li>Harder to track changes</li><li>Increased compliance risk</li></ul> <div>Notes: _____</div>                  | <ul style="list-style-type: none"><li>Consistent documentation</li><li>Clear handover and records</li><li>Easier audit and compliance</li></ul> <div>Notes: _____</div>               | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |
| <div></div> <div><b>9. LONG-TERM VALUE</b><br/>Which option delivers better long-term value?</div>         | <ul style="list-style-type: none"><li>Higher total cost of ownership</li><li>More rework and inefficiencies</li><li>Limited opportunity for optimisation</li></ul> <div>Notes: _____</div>   | <ul style="list-style-type: none"><li>Lower total cost of ownership</li><li>Continuous improvement</li><li>Scalable for future needs</li></ul> <div>Notes: _____</div>                | <div><input type="checkbox"/> Multiple</div> <div><input type="checkbox"/> Single</div> <div><input type="checkbox"/> Neither</div> |

SCORING GUIDE

Award points based on which option best meets your needs.

3 POINTS

Best fit

2 POINTS

Acceptable fit

1 POINT

Poor fit

0 POINTS

Not relevant

Total possible score per option: 27 points

TOTAL SCORE

Add up your points for each option.

MULTIPLE CONTRACTORS

/27

SINGLE AUTOMATION PARTNER

/27

KEY TAKEAWAY

The approach with the higher score is likely to deliver greater value, lower risk and better long-term outcomes for your facility.

RECOMMENDED APPROACH

Based on your assessment, the recommended approach is:

☐ MULTIPLE CONTRACTORS

☐ SINGLE AUTOMATION PARTNER

☐ NEITHER / OTHER (please specify): \_\_\_\_\_

Rationale / Next Steps: \_\_\_\_\_