PAST PERFORMANCE EVALUATION
QUESTIONNAIRE Solicitation 75F40126R00051

1. <u>Contract Identification</u>: (to be completed by offeror)

Offeror Name and Address, Offeror Point of Contact Name/Title, Telephone Number, and E-Mail Address:

_____
_____
_____
_____

Reference Information: Agency/Company Name and Address, Agency Point of Contact Name/Title, Telephone Number, E-Mail Address, and Contract Number for/ to whom this questionnaire was submitted:

_____
_____
_____
_____

Location of Work:

_____
_____

Description of Work:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

Relevance of the referenced contract to the current requirement:

_____
_____
_____
_____
_____
_____
_____
_____

Problems Encountered in Performance and Corrective Actions Taken:

_____
_____

_____
_____
_____
_____
_____

Company's capacity served on the project, ie, prime, subcontractor, key personnel. Project Manager/Engineer, and other Lead Engineers (including any major subcontractors) serving as Key Personnel on the project.

_____
_____
_____
_____

Contract Information:

Contract Number:

_____

Contract Type:

_____

Period of Performance:

_____

Original Contract Amount:

_____

Final Contract Amount:

_____

Final Completion Date:

_____

2. <u>Agency/Company Identification</u>: (to be completed by Client)

Description of Work Performed and the Contractor's Association with the Project (Prime, Subcontractor, etc).

_____
_____
_____
_____
_____
_____
_____
_____

Reason for difference (if any) between original contract amount and final contract amount:

_____
_____

_____
_____
_____

Reason for difference (if any) between original contract completion date and final completion date:

_____
_____
_____
_____
_____

3. Contractor Performance Ratings:
Please rate the Contractor's performance by utilizing the rating and definition provided below; it is imperative that ratings be accompanied by supporting narrative (comments):

Rating	**Definition**
Outstanding	Performance meets contractual requirements and exceeds many to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.
Above Average	Performance meets contractual requirements and exceeds some to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.
Satisfactory	Performance meets contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.
Marginal	Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.
Unsatisfactory	Performance does not meet significant contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective.

A. Timeliness of Performance

1. To what extent did the contractor adhere to contract delivery schedules? (***Ratings Must Be Supported by Comments***)

Outstanding ( )
Above Average ( )
Satisfactory ( )
Marginal ( )
Unsatisfactory ( )

Comments:

_____
_____
_____

2. To what extent did the contractor submit required reports and documentation in a timely manner? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:

_____
_____
_____

B. Quality of Work

1. To what extent were the contractor's reports and documentation accurate and complete? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:

_____
_____
_____

2. To what extent was the contractor able to solve contract performance problems without extensive guidance from Company/Government counterparts? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:

_____
_____
_____

3. Did the contractor provide a product or service that conformed to contract requirements, specifications, and standards of good workmanship? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:
_____
_____
_____

C. Business Relations

1. To what extent did the contractor commit adequate resources to the contract in a timely fashion in order to meet the requirements and to successfully solve problems? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:
_____
_____
_____

2. To what extent did the contractor submit change orders and other required proposals in a timely manner? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:
_____
_____
_____

3. To what extent did the contractor respond positively and promptly to technical

directions, contract modifications, etc.? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:

_____
_____
_____

4. To what extent was the contractor effective in interfacing with the Company/Government's staff? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:

_____
_____
_____

5. Has this contract been partially or completely terminated for default or convenience? (***Ratings Must Be Supported by Comments***)

( )Yes ( ) No ( )Default ( )Convenience

If yes, explain (e.g., inability to meet cost, performance, or delivery schedule):

_____
_____
_____

D. Cost Control

1. How well did the firm submit accurate price information for change order? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:

_____

_____
_____

2. Did the applicant initiate unwarranted change orders or change order requests? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:
_____
_____
_____

E. Management of Key Personnel

1. Did the contractor use personnel with the appropriate skills and expertise to fulfill the requirements of the contract? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:
_____
_____
_____

2. Did the contractor retain the necessary skilled personnel and maintain a low turnover rate? (***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:
_____
_____
_____

F. General

1. Were you satisfied overall with the Contractor's performance?
( )Yes ( ) No

Comments:
_____
_____

2. Would you do business with this contractor again?

( )Yes ( ) No

Comments:
_____
_____

3. In summary, provide an overall rating for the work performed by this contractor.
(***Ratings Must Be Supported by Comments***)

Outstanding	( )
Above Average	( )
Satisfactory	( )
Marginal	( )
Unsatisfactory	( )

Comments:
_____
_____

G. Evaluator Information:

Name (please print):
_____

Title:
_____

Work phone number (including area code):
_____

FAX number (including area code):
_____

E-Mail address:
_____

Signature:
_____