PAST AND PRESENT PERFORMANCE QUESTIONNAIRE
15 June 2010

A. **GENERAL INFORMATION**: Please correct any information below known to be inaccurate:

Contractor's Name: _____ Telephone Number: _____
Address: _____ Fax Number: _____
_____ Point of Contact: _____
_____
_____

Project Title and Brief Description of Work: _____*

_____*

Contract Number Provided by Offeror: _____ Dollar Amount: _____*

Contract Period or Dates of Performance Provided by Offeror: _____*
Contractor performed as the ☐ **Prime** Contractor ☐ **Sub**-Contractor ☐ **Key** Personnel.

**** Note: If offeror holds or has held other contracts with your agency/organization in the last 3 years, please complete separate evaluation forms for those contracts as well.***

B. **RESPONDENT INFORMATION**:

Name of Respondent: _____ Title: _____

Address: _____ Telephone Number: _____
_____ Fax Number: _____
_____ Email Address: _____

C. **FAX COMPLETED SURVEY FORM TO**:

Rose Bednarcik
436 CONS/LGCA
639 Atlantic Street
Dover Air Force Base, Delaware 19902-5639
Phone No. 302-677-5222; Fax No. 302-677-2907/2905
Email: rose.bednarcik@dover.af.mil

D. **PERFORMANCE INFORMATION**: Choose the appropriate letter on the scale (E, G, S, M, U, and N) that most accurately describes the contractor's performance or situation***. PLEASE PROVIDE A NARRATIVE EXPLANATION FOR ANY RATINGS OF M or U.***

E	G	S	M	U	N
Exceptional	**Good**	**Satisfactory**	**Marginal**	**Unsatisfactory**	**Neutral**
Performance meets contractual requirements with many exceeded to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with no more than a few minor problems for which corrective actions taken by the contractor were highly effective.	Performance meets contractual requirements with some exceeded to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with no more than some minor problems for which corrective actions taken by the contractor were effective.	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 were satisfactory.	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 or the contractor's proposed actions appear only marginally effective or were not fully implemented.	Performance does not meet most 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.	Performance was not observed or not applicable to the current effort being reported against.

CONTRACTOR'S NAME: _____ CONTRACT NUMBER: _____

Note: *Include this information on each page of the questionnaire form to ensure there is no mix up in information among contracts surveyed for respective primes/subs, etc.*

Place an "X" in the appropriate column using the definitions matrix above.

	The contractor:	E	G	S	M	U	N
1.	Provided experienced managers and supervisors with the technical and administrative abilities needed to meet contract requirements.						
2.	Demonstrated ability to hire, maintain, and replace, if necessary, qualified personnel during the contract period.						
3.	Delegated authority to project managers and supervisors commensurate with contract requirements.						
4.	Home office participated in solving significant local problems.						
5.	Followed approved quality control plan.						
6.	Provided effective quality control and/or inspection procedures to						

	The contractor:	E	G	S	M	U	N
	meet contract requirements.						
7.	Corrected deficiencies in timely manner and pursuant to their quality control procedures.						
8.	Provided timely resolution of contract discrepancies.						
9.	Identified problems as they occurred.						
10.	Suggested alternative approaches to problems.						
11.	Displayed initiative to solve problems.						
12.	Developed realistic progress schedules.						
13.	Met established project schedules.						
14.	Provided timely resolution of warranty defects.						
15.	Was responsive to contract changes.						
16.	Provided adequate project supervision.						
17.	Obtained consent of surety for increases in bonding as work-in-progress increased.						
18.	Paid subcontractors/suppliers in a timely manner.						
19.	Provided accurate and complete line item cost proposals including all aspects of work required for each task.						
20.	Cooperated with Government personnel after award.						
21	The contractor met contractual requirements for the following work elements:						
a.	Standing Seam Metal Roofing						
b.	Brick/Masonry Construction						
c.	Elevator Installation						
d.	Mechanical Equipment						
e.	Mass Notification and Fire Alarm/ Protection Systems						
22.	How would you rate the contractor's overall performance?						
23.	Was the contractor ever issued a cure or show cause notice under the referenced contract? If yes, explain outcome in “remarks.”				YES/NO		
24.	Would you award another contract to this contractor? If not, explain in “remarks.”				YES/NO		
25.	Is the contractor rated in CPARS?				YES/NO		

CONTRACTOR’S NAME: _____ CONTRACT NUMBER _____

Remarks:_____
_____
_____
_____
_____
_____