

**PAST PERFORMANCE QUESTIONNAIRE  
SOLICITATION NUMBER  
VA260-15-R-0295**

SUBJECT: Request for Past Performance Evaluation

TO: \_\_\_\_\_ *(to be completed by the Offeror)*

You have been identified as a point of contact for a past and/or present performance evaluation of the firm listed on the questionnaire below, see Section A, General Information. Your name has been provided as a customer reference regarding performance under a past contract with your agency/company. This firm is currently being considered for an A/E Design Services contract at the Puget Sound Healthcare System, Seattle WA. Reference Solicitation # VA260-15-R-0295, Project Title: IDIQ Contract for Fire and Life Safety Architect-Engineer Services.

Your prompt attention and completion of this questionnaire will be greatly appreciated.

Sincerely,

\_\_\_\_\_

## **PAST AND PRESENT PERFORMANCE QUESTIONNAIRE**

### **A. GENERAL INFORMATION:** *(to be completed by the Offeror)*

A/E Firm's Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Contract Number: \_\_\_\_\_ Tel/Fax Number: \_\_\_\_\_

Point of Contact (POC): \_\_\_\_\_ Address: \_\_\_\_\_

POC e-mail address: \_\_\_\_\_

#### **Past Project Information:**

1. Contractor (Prime): \_\_\_\_\_

2. Project Title: \_\_\_\_\_

1. Name: Agency/Company, POC \_\_\_\_\_ Date: \_\_\_\_\_

2. Phone No.: (\_\_\_\_) \_\_\_\_-\_\_\_\_

3. Address: \_\_\_\_\_

4. Position held or function in relation to project: \_\_\_\_\_

### **B. RESPONDENT INFORMATION:**

Name of Respondent: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

\_\_\_\_\_

Fax Number: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Your comments are considered Source Selection Sensitive; therefore, you are advised that your response will be safeguarded to the extent cited in the Federal Acquisition Regulation (FAR) 42.1503. FAR prohibits the release of past performance evaluations to other than other Government personnel and the contractor whose performance is being evaluated during the period the information may be used to provide source selection information. When completed the past performance questionnaire is Source Selection Sensitive IAW FAR 2.101 and FAR 3.104

Upon completion, please submit completed questionnaire via e-mail to [russell.bergt@va.gov](mailto:russell.bergt@va.gov) **NLT May 18, 2015 at 2:00:00 PM (PT)**. If you have any questions concerning this request, contact Russell Bergt at the e-mail address above.

Please evaluate the contractor's performance using the following ratings:

**Ratings:**

<b>O</b> - Outstanding	The contractor's performance clearly exceeded the contract requirements.
<b>S</b> - Satisfactory	The contractor's performance met the contract requirements.
<b>M</b> - Marginal	The contractor's performance met the minimum contract requirements but with difficulty.
<b>U</b> - Unsatisfactory	The contractor's performance was poor and/or did not satisfy contract requirements.

Please rate and provide supporting information for the following:

	RATING
1. The relationship between the contractor and owner's contract team/Contracting Officer/COR?	
2. The contractor's on-site management and coordination of subcontractors.	
3. The contractor's overall corporate management, integrity, reasonableness and cooperative conduct.	
4. Performance in meeting delivery/completion schedules	
5. What did the contractor do to improve schedule problems, if any?	
6. The contractor's quality control (CQC).	
7. The contractor's performance in delivering quality work in accordance with the contract.	
8. The contractor's ability to provide the required work at a reasonable total price.	
9. The contractor's compliance with labor standards, if applicable.	
10. The contractor's compliance with safety standards.	
11. Has the contractor been given any of the following: Cure notice, show cause, letters of reprimand, suspension of payments, termination? If yes, please explain.	
12. Would you award another contract to this contractor? If no, please state reasons for not recommending this contractor additional work.	
13. Was the customer satisfied with the end product?	
14. <b>OVERALL RATING</b>	

Additional comments: \_\_\_\_\_

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