

## PAST AND PRESENT PERFORMANCE QUESTIONNAIRE

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Information IAW FAR 3.104

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

Contractor's Name: \_\_\_\_\_

Project Title or Brief Description of Work: \_\_\_\_\_\*

Contract Number Provided by Offeror: \_\_\_\_\_ Dollar Amount \$.00

*\*Note: If offeror holds or has held other contracts with your agency/organization in the last 5 years, please complete separate evaluation forms for those contracts as well.*

B. **AGENCY INFORMATION:** Work to be performed design/build projects, such as new construction, renovation, alteration and repair, with multiple disciplines.

Offeror submitted as:

☐ Prime Contractor   ☐ Sub-Contractor   ☐ Key Personnel   ☐ Teaming/Joint Venture   ☐ Architect/Engineer

C. **RESPONDENT INFORMATION (Person who is completing information):**

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

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

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

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

D. **EMAIL COMPLETED SURVEY FORM TO:** [Thaddeus.willoughby@va.gov](mailto:Thaddeus.willoughby@va.gov) or [Terry.Bellamy@va.gov](mailto:Terry.Bellamy@va.gov)

E. **PERFORMANCE INFORMATION:** Choose the number on the scale of 1 to 5 that most accurately describes the contractor's performance or situation. *If there was no performance in this project that can be rated use "Not Applicable (N/A)". PLEASE PROVIDE A NARRATIVE EXPLANATION FOR ANY RATINGS OF 1 OR 2.*

1	2	N	3	4	5	N/A
Unsatisfactory	Marginal	Neutral	Satisfactory	Very Good	Exceptional	
Performance did not meet most contractual requirements. There were serious problems and the contractor's corrective actions were ineffective	Performance did not meet some contractual requirements. There were problems, some of a serious nature, for which corrective action was only marginally effective.	The record is inconclusive or without comment.	Performance met contract requirements. There were some minor problems and corrective actions taken by the contractor were satisfactory.	Performance met all contract requirements and exceeded <b>some</b> to the government's benefit. There were <b>a few minor problems</b> , which, the contractor resolved in a timely, effective manner.	Performance met all contract requirements and exceeded <b>many</b> to the government's benefit. <b>Problems</b> , if any, were <b>negligible</b> and were resolved in a timely, highly effective manner	The contractor did not perform this effort.

CONTRACTOR'S NAME:\_\_\_\_\_

1	Firm provided experienced managers and disciplines with the administrative and technical abilities needed to meet contract requirements.	1	2	N	3	4	5	N/A
2	Firm delegated authority to project managers commensurate with contract requirements. Project manager's role was clear.	1	2	N	3	4	5	N/A
3	Identified risks/problems as they occurred and offered constructive and/or viable solution/alternatives.	1	2	N	3	4	5	N/A
4	Was the firm responsive and reasonable to contract changes from the standpoint of timeliness, suggested solutions, and price.	1	2	N	3	4	5	N/A
5	Firm displayed a cooperative attitude with company/government personnel before and after award.	1	2	N	3	4	5	N/A
6	Firm's Quality Control procedures and execution were concernment to the project.	1	2	N	3	4	5	N/A
7	Were there any claims by subcontractors/suppliers for none payment. If yes, please explain outcome in "Remarks".		YES	NO				
8	How would you rate the firm's knowledge and thoroughness of site investigation/field analysis?	1	2	N	3	4	5	N/A
9	Firm's team/partner consistently produced quality designs with minimal errors	1	2	N	3	4	5	N/A
10	Firm's team/partner consistently provided plans and specs that were accurate and coordinated ready for construction.	1	2	N	3	4	5	N/A
11	Firm's responsiveness to contract modifications (other than differing site conditions, user changes) during construction for design errors and omissions.	1	2	N	3	4	5	N/A
12	Did the firm provide plans that were clear and detailed sufficiently?		YES	NO				
13	How would you rate the firm's ability to achieve cost limitations?	1	2	N	3	4	5	N/A
14	Developed, managed, and adhered to realistic schedules and met established project milestones.	1	2	N	3	4	5	N/A
15	How would you rate the firm's solution environmentally suitable for the project?	1	2	N	3	4	5	N/A
16	Did the firm use any innovative approaches/technologies on the project? Please provide example under "Remarks".		YES	NO				
17	How well did the firm implement small business subcontracting plan? Applicable to Large Businesses Only	1	2	N	3	4	5	N/A
18	Firm corrected deficiencies in a timely manner and pursuant to their quality control procedures.	1	2	N	3	4	5	N/A
19	Firm maintained a quality workforce and subcontractors through project completion.	1	2	N	3	4	5	N/A
20	How would you rate the firm's quality of briefings and presentations?	1	2	N	3	4	5	N/A
21	Firm's emphasis on delivering a quality product was apparent in day-to-day operations.	1	2	N	3	4	5	N/A
22	Was the contractor ever issued a cure or show cause notice under the referenced contract? If yes, explain outcome in "Remarks."		YES	NO				N/A
23	Would you award another contract to this contractor? If not, explain in "Remarks."		YES	NO				N/A
	<b>OVERALL ASSESSMENT</b>							
24	Overall, on the scale of 1 – 5, how would you rate the contractor being surveyed	1	2	N	3	4	5	N/A

