

PAST PERFORMANCE QUESTIONNAIRE

Contractor Name: _____

Reference Information: _____

Name of Organization: _____

**Contract Number
(if applicable):** _____

Contract Value: _____

Period of Performance: _____

Contact: _____

Contact Telephone number/email address: _____

Short Project Description:

In this section of the questionnaire you are asked to rate the offeror. Please indicate the rating that best applies. If you wish to elaborate, please provide comments at the end of the section. If more space is needed please continue your comments on a separate sheet of paper. Submit this past performance questionnaire to Chris Hinson via email to chris.hinson@va.gov.

The following rating definitions are to be used to indicate the level of the contractor's performance.

(E) Excellent/High Confidence	Based on the offeror's performance record, essentially no doubt exists that the offeror will successfully perform the required effort.
(G) Good/Significant Confidence	Based on the offeror's performance record, little doubt exists that the offeror will successfully perform the required effort.
(S) Satisfactory/Confident	Based on the offeror's performance record, some doubt exists that the offeror will successfully perform the required effort.
(N) Neutral/Unknown Confidence	No identifiable performance record.
(M) Marginal/Little Confidence	Based on the offeror's performance record, substantial doubt exists that the offeror will successfully perform the required effort. Changes to the offeror's existing processes may be required in order to achieve the contract requirements.
(P) Poor/No Confidence	Based on the offeror's performance record, extreme doubt exists that the offeror will successfully perform the required effort.

Click box to place a check mark for each question in the column of the rating that best describes the aspect of performance.

	E	G	S	N	M	P
1. Rate the offeror's ability to effectively manage and control a complex project.						
2. How effective was on-site management?						
3. Was the offeror timely in the submission of schedules, reports, and other submittals?						
4. Rate the offeror in terms of overall quality and workmanship.						
5. How successful was the offeror in adhering to schedules?						
6. How would you rate the offeror's responsiveness towards safety?						
7. How would you rate the offeror's effectiveness in dealing with the customer and other Government personnel?						
8. Was the offeror cooperative in negotiating changes and solving problems?						
9. Did the offeror encounter any financial difficulties during the course of your contract (payment of subs, labor disputes, etc)?						
10. Rate the offeror's overall performance for your project.						

COMMENTS