

ATTACHMENT 4 – PAST PERFORMANCE QUESTIONNAIRE

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REFERENCE INSTRUCTIONS: The Network Contracting Office 9 is soliciting for award of a VA contract for Hemodialysis, Sustained Low Efficiency Dialysis (SLED) and Apheresis Treatments. Your comments would be appreciated regarding this firm’s past performance. The intent of this form is to evaluate contractors who have provided Hemodialysis and Apheresis Services in the past.

Survey must be completed by evaluator and sent to Dana Dixon via email at dana.dixon@va.gov five days prior to the date set for receipt of proposals.

SECTION A

Information of Company to be Evaluated

Company name: _____
Address: _____

Phone: _____
Email: _____

SECTION B

Information of Evaluating Agency

Evaluator’s name: _____
Title: _____
Agency name: _____

Information regarding your contract with the company to be evaluated:

Estimated Contract Amount: _____
Contract Period of Performance: _____
Type of Services rendered: _____



Please evaluate the past performance using only the following ratings without variation. If the rating is **Marginal** or **Unacceptable**, please provide additional information in the appropriate block or in the remarks section of this form.

“O” = Outstanding = Performance greatly exceeded the contract requirements	
“A” = Above Average = Performance exceeded the contract requirements	
“S” = Satisfactory = Performance met the contract requirements	
“M” = Marginal = Performance met the minimum contract requirements but some material aspects of the contractor’s performance were less than satisfactory	
“U” = Unacceptable = Performance was poor and/or did not satisfy contract requirements	
Please rate and provide information/comments for the following:	Circle one
Q1. To what extent did the contractor comply with contract requirements?	O A S M U
Q2. If reports were required, were they accurate in meeting contract requirements?	O A S M U
Q3. To what extent did the contractor use appropriate personnel for contract requirements?	O A S M U
Q4. To what extent was contractor able to meet the performance schedule:	O A S M U
Q5. What extent was contractor flexible in responding to changing needs?	O A S M U
Q6. To what extent was the contractor reliable?	O A S M U
Q7. To what extent was the contractor responsive to technical directions?	O A S M U

