

## PAST AND PRESENT PERFORMANCE QUESTIONNAIRE

**A. GENERAL INFORMATION:**

- a. Contractor's Name: \_\_\_\_\_
- b. Contractor's Address: \_\_\_\_\_  
\_\_\_\_\_
- c. Project Title and Brief Description of Services/Supplies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. RESPONDENT INFORMATION:**

- a. Name/Title of Respondent: \_\_\_\_\_
- b. Organization/Address: \_\_\_\_\_  
\_\_\_\_\_
- c. Telephone Number: \_\_\_\_\_
- d. Email Address: \_\_\_\_\_

**C. FAX COMPLETED SURVEY FORM TO: Rachel Turk at 570-821-7277 or via e-mail**

[Rachel.turk@va.gov](mailto:Rachel.turk@va.gov).

**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.*****

<b>E</b>	<b>G</b>	<b>S</b>	<b>M</b>	<b>U</b>	<b>N</b>
<b>Exceptional</b>	<b>Good</b>	<b>Satisfactory</b>	<b>Marginal</b>	<b>Unsatisfactory</b>	<b>Neutral</b>
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.

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.	Provided timely resolution of contract discrepancies.						
6.	Identified problems as they occurred.						
7.	Suggested alternative approaches to problems.						
8.	Displayed initiative to solve problems.						
9.	Developed realistic progress schedules.						
10.	Met established project schedules.						
11.	Was responsive to contract changes.						
12.	Provided adequate project supervision.						
13.	Paid subcontractors/suppliers in a timely manner.						
14.	Cooperated with Government personnel after award.						
15.	How would you rate the contractor's overall performance?						
16.	Was the contractor ever issued a cure or show cause notice under the referenced contract? If yes, explain outcome in "remarks."	YES/NO					
17.	Would you award another contract to this contractor? If not, explain in "remarks."	YES/NO					
18.	Is the contractor rated in CPARS?	YES/NO					

Remarks: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_