

# PERFORMANCE QUESTIONNAIRE

## THIS FORM SHALL BE USED FOR DOCUMENTING OFFEROR'S REFERENCES ON PAST PERFORMANCE

When complete, the information on this form is SOURCE SELECTION SENSITIVE INFORMATION (41 U.S.C. 423) and shall be protected accordingly.

### TO BE COMPLETED BY CONTRACTOR

1. REFERENCE COMPANY NAME & ADDRESS: CONTACT INFO: PHONE     POC _____  PHONE#: _____  	2. CONTRACT NO.:    3. CONTRACT INITIATION DATE:  4. COMPLETION DATE:  5. CONTRACT VALUE (with options):  6. TYPE OF CONTRACT:  
7. DESCRIPTION OF CONTRACT REQUIREMENTS: (Please add a continuation page if additional space necessary.)	

Circle the response code which best reflects Reference's experience with this contractor.

**EX = Exceptional** - Performance meets contractual requirements and exceeds many to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.

**VG = Very Good** - Performance meets contractual requirements and exceeds some to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.

**S = Satisfactory** - 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 appear or were satisfactory.

**MG = Marginal** - 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. The contractor's proposed actions appear only marginally effective or where not fully implemented.

**US = Unsatisfactory** - 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 serious problem(s) for which the contractor's corrective actions appear or were ineffective.

**N/O = Not Observed**

[Please **Provide Comments** to Identify **Specific Strengths/Weaknesses** in **each area**] see page 2.

A. Offerors Business Practices -							
Business/Contracting Relations	EX	VG	S	MG	US	N/O	
Problem Resolution	EX	VG	S	MG	US	N/O	
B. Customer Relationship -							
Cooperative Behavior	EX	VG	S	MG	US	N/O	
Commitment to Customer Satisfaction	EX	VG	S	MG	US	N/O	
Responsiveness	EX	VG	S	MG	US	N/O	
C. Prior Experience -							
Personnel Technical Knowledge in subject	EX	VG	S	MG	US	N/O	
D. Adherence to Schedule -							
Contractor adherence to scheduled dates	EX	VG	S	MG	US	N/O	
E. Quality of Contractors Team -							
Thoroughness	EX	VG	S	MG	US	N/O	
Accuracy	EX	VG	S	MG	US	N/O	
Overall Quality	EX	VG	S	MG	US	N/O	

### 8. Overall Assessment:

(a) EXCEPTIONAL (b) VERY GOOD (c) SATISFACTORY (d) MARGINAL (e) UNSATISFACTORY (f) NOT OBSERVED

( ) Yes: written or oral ? ( ) No

A. Specific Strengths/Weaknesses Related to Part 7 Above -- Please Cite the Alpha-Numeric Criteria Code.  
B. Any Areas of Performance that are the Most "Troublesome".

[illegible]