<table>
<thead>
<tr>
<th>Attachment Number</th>
<th>Document</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.8</td>
<td>Past Performance Evaluation Form</td>
</tr>
</tbody>
</table>
## VENDOR CLIENT PAST PERFORMANCE EVALUATION
**DCAM-21-CS-RFP-0008**  
Construction Manager Services

### Name of Offeror/Bidder: _________________________________

<table>
<thead>
<tr>
<th>PERFORMANCE ELEMENT</th>
<th>EXCELLENT*</th>
<th>GOOD</th>
<th>ACCEPTABLE</th>
<th>POOR</th>
<th>UNACCEPTABLE**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quality of Service/Work</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Timeliness of Performance</td>
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</tr>
<tr>
<td>Cost Control Measures</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Business Relations</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Customer Satisfaction</td>
<td></td>
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</tr>
</tbody>
</table>

1. Name of Evaluating Organization: _________________________________
2. Name and Title of Evaluator: _________________________________
3. Evaluator Phone Number: _________________________________
4. Evaluator e-mail address: _________________________________
5. Evaluator Signature: _________________________________
6. Evaluator Supervisor Name: _________________________________
7. Supervisor Phone Number: _________________________________
8. Supervisor e-mail address: _________________________________
9. Description of Services Provided by Offeror: 
   ______________________________________________________
   ______________________________________________________
   ______________________________________________________
10. Contract No.: _________________________________  **Contract Value $**
11. Contract Period of Performance: _________________________________

*Evaluator must provide remarks for all “Excellent Performance” ratings – Continue on a separate sheet.
**Evaluators must provide remarks for all “Unacceptable Performance” ratings – Continue on a separate sheet.

PLEASE SUBMIT COMPLETED EVALUATIONS TO james.marshall@dc.gov
VENDOR CLIENT PAST PERFORMANCE EVALUATION

Page 2 of 2

RATING GUIDELINES

Summarize Contractor performance in each of the rating areas. Assign each area a rating of 0 (Unacceptable), 1 (Poor), 2 (Acceptable), 3 (Good), 4(Excellent), or ++ (Plus). Use the following instructions as guidance in making these evaluations.

<table>
<thead>
<tr>
<th>Quality Product/Services</th>
<th>Cost Control</th>
<th>Timeless of Performance</th>
<th>Business Relations</th>
</tr>
</thead>
<tbody>
<tr>
<td>-Compliance with contract requirements</td>
<td>-Within budget (over/ under target costs)</td>
<td>-Meet Interim milestones</td>
<td>-Effective management</td>
</tr>
<tr>
<td>-Accuracy of reports</td>
<td>-Current, accurate, and complete billings</td>
<td>-Reliable</td>
<td>-Businesslike correspondence</td>
</tr>
<tr>
<td>-Appropriateness of personnel</td>
<td>-Relationship of negated costs to actual</td>
<td>-Responsive to technical directions</td>
<td>-Responsive to contract requirements</td>
</tr>
<tr>
<td>-Technical excellence</td>
<td>-Cost efficiencies</td>
<td>-Completed on time, including wrap-up and -contract administration</td>
<td>-Prompt notification of contract issues</td>
</tr>
<tr>
<td></td>
<td>-Change order issue</td>
<td></td>
<td>-Reasonable/cooperative</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>-Flexible</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>-Pro-active</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>-Effective contractor recommended solutions</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>-Effective small/disadvantaged business</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>-Subcontracting program</td>
</tr>
</tbody>
</table>

0. Zero
Nonconformances are comprises the achievement of contract requirements, despite use of Agency resources.

Cost issues are comprising performance of contract requirements.

Delays are comprising the achievement of contract requirements. Despite use of Agency resources.

Response to inquiries, technical/ service/administrative issues is not effective and responsive.

1. Unacceptable
Nonconformances require major Agency resources to ensure achievement of contract requirements.

Cost issues require major Agency resources to ensure achievement of contract requirements.

Delays require major Agency resources to ensure achievement of contract requirements.

Response to inquiries, technical/ service/administrative issues is marginally effective and responsive.

2. Poor
Nonconformances require minor Agency resources to ensure achievement of contract requirements.

Costs issues require minor Agency resources to ensure achievement of contract requirements.

Delays require minor Agency resources to ensure achievement of contract requirements.

Response to inquiries, technical/ service/administrative issues is somewhat effective and responsive.

3. Acceptable
Nonconformances do not impact achievement of contract requirements.

Cost issues do not impact achievement of contract requirements.

Delays do not impact achievement of contract requirements.

Response to inquiries, technical/ service/administrative issues is usually effective and responsive.

4. Good
There are no quality problems.

There are no cost issues.

There are not delays.

Response to inquiries, technical/ service/administrative issues is effective and responsive.

5. Excellent
This Contractor has demonstrated an exception performance level in some or all of the above categories.