**PAST PERFORMANCE RATING FORM**

**PAST PERFORMANCE PROJECT IDENTIFICATON (*To be filled out by the Offeror*):**

| CONTRACTOR NAME: |  |
| --- | --- |
| CONTRACT or ORDER NUMBER: |  |
| PROJECT TITLE: |  |
| TOTAL PERIOD OF PERFORMANCE, INCLUDING OPTIONS |  |

**PAST PERFORMANCE REFERENCE INFORMATION (*To be filled out by the Rater*):**

| NAME: |  |
| --- | --- |
| TITLE: |  |
| AGENCY or CUSTOMER: |  |
| PHONE: |  |
| E-MAIL |  |

For each of the Five (5) criteria listed below, the rater must choose One (1) Adjectival Rating by checking the box, as applicable. Please submit additional comments to substantiate the rating. If Cost Control is N/A, please explain why.

**1. QUALITY OF SERVICE**

| **RATING** | **Adjectival Rating** | **Definition** |
| --- | --- | --- |
|  | **Exceptional** | Performance meets contractual requirements and exceeds many to the Government’s benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor were highly effective |
|  | **Very Good** | Performance meets contractual requirements and exceeds some to the Government’s benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor were effective |
|  | **Satisfactory** | Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor appear or were satisfactory |
|  | **Marginal** | Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor has not yet identified corrective actions. |
|  | **Unsatisfactory** | Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the Contractor’s corrective actions appear or were ineffective. |

**ADDITIONAL COMMENTS:**

|  |
| --- |

**2. SCHEDULE**

| **RATING** | **Adjectival Rating** | **Definition** |
| --- | --- | --- |
|  | **Exceptional** | Performance meets contractual requirements and exceeds many to the Government’s benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor were highly effective |
|  | **Very Good** | Performance meets contractual requirements and exceeds some to the Government’s benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor were effective |
|  | **Satisfactory** | Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor appear or were satisfactory |
|  | **Marginal** | Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor has not yet identified corrective actions. |
|  | **Unsatisfactory** | Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the Contractor’s corrective actions appear or were ineffective. |

**ADDITIONAL COMMENTS:**

|  |
| --- |

**3. COST CONTROL**

| **RATING** | **Adjectival Rating** | **Definition** |
| --- | --- | --- |
|  | **Exceptional** | Performance meets contractual requirements and exceeds many to the Government’s benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor were highly effective |
|  | **Very Good** | Performance meets contractual requirements and exceeds some to the Government’s benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor were effective |
|  | **Satisfactory** | Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor appear or were satisfactory |
|  | **Marginal** | Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor has not yet identified corrective actions. |
|  | **Unsatisfactory** | Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the Contractor’s corrective actions appear or were ineffective. |
|  | **N/A** |  |

**ADDITIONAL COMMENTS:**

|  |
| --- |

**4. BUSINESS RELATIONS**

| **RATING** | **Adjectival Rating** | **Definition** |
| --- | --- | --- |
|  | **Exceptional** | Performance meets contractual requirements and exceeds many to the Government’s benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor were highly effective |
|  | **Very Good** | Performance meets contractual requirements and exceeds some to the Government’s benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor were effective |
|  | **Satisfactory** | Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor appear or were satisfactory |
|  | **Marginal** | Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor has not yet identified corrective actions. |
|  | **Unsatisfactory** | Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the Contractor’s corrective actions appear or were ineffective. |

**ADDITIONAL COMMENTS:**

| Click here to enter text. |
| --- |

**5. MANAGEMENT OF KEY PERSONNEL**

| **RATING** | **Adjectival Rating** | **Definition** |
| --- | --- | --- |
|  | **Exceptional** | Performance meets contractual requirements and exceeds many to the Government’s benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the Contractor were highly effective |
|  | **Very Good** | Performance meets contractual requirements and exceeds some to the Government’s benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the Contractor were effective |
|  | **Satisfactory** | Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the Contractor appear or were satisfactory |
|  | **Marginal** | Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the Contractor has not yet identified corrective actions. |
|  | **Unsatisfactory** | Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the Contractor’s corrective actions appear or were ineffective. |

**ADDITIONAL COMMENTS:**

|  |
| --- |