

CECW-CE Regulation No. 415-1-17	DEPARTMENT OF THE ARMY U.S. Army Corps of Engineers Washington, DC 20314-1000	ER 415-1-17 24 Jan 12
	Construction CONSTRUCTION CONTRACTOR PERFORMANCE EVALUATIONS	
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CECW-CE

Regulation
No. 415-1-17

24 January 12

Construction
CONSTRUCTION CONTRACTOR PERFORMANCE EVALUATIONS

1. Purpose. This regulation establishes procedures for evaluating construction contractor performance.
2. Applicability. This regulation applies to all USACE organizations having responsibilities for construction contracts.
3. Distribution Statement. Approved for public release; distribution is unlimited.
4. References.
 - a. Federal Acquisition Regulation (FAR) Part 9.
 - b. FAR Subpart 42.15, Contractor Performance Information.
 - c. Army Federal Acquisition Regulation Supplement (AFARS) 5136.201, Special Aspects of Contracting for Construction.
 - d. Engineer Federal Acquisition Regulation Supplement (EFARS) 36.201, Evaluation of Contractor Performance (or applicable USACE Acquisition Instruction).
 - e. Engineer Regulation (ER) 1180-1-6, Construction Quality Management.
 - f. Construction Contractor Appraisal Support System (CCASS) Policy Guide, DoD-level Policy.
 - g. Procurement Instruction Letter (PIL) 2011-04, Contractor Performance Assessments.
5. Policy.
 - a. It is USACE policy that the Procuring Contracting Officer (PCO), or a designated representative of the construction office responsible for monitoring contractor performance, will evaluate construction contractor's performance and prepare a performance evaluation report in the CCASS or designated performance reporting system. The information shall be compatible with that cited in DD Form 2626, Performance Evaluation (Construction) or its successor. The DD Form 2626 is included in Appendix A of this document.

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b. The contract thresholds for submission of construction contractor performance evaluation shall be in accord with FAR 42.1502 or applicable regulation. Performance evaluations shall also be prepared for all construction contracts terminated for default regardless of dollar value.

c. The contract threshold for submission of construction contractor performance evaluations of USACE-awarded indefinite-delivery contracts (IDCs) shall be in accord with the instructions issued in the applicable USACE Procurement Instruction Letter (PIL) (currently ref. g above). USACE policy is that performance assessments may be combined and reported at the basic contract level if the work is performed by the same contractor and individual orders are similar in scope and nature, and are administered by the same office. Assessments are prepared for individual orders under an IDC if required by the Contracting Officer. Additionally, if the work among various task orders is dissimilar in nature or scope, or spans across multiple geographic locations, then assessments shall be prepared for any individual order exceeding the reporting threshold.

d. The Assessing Official (AO) and Reviewing Official (RO) shall come from the Construction Division (or its equivalent) responsible for construction. Usually the AO shall be the Contracting Officer Representative (COR) and the RO shall be the Administrative Contracting Officer (ACO) or Chief of Construction Branch or Division. Local variations to these AO and RO roles may be determined and documented by the Districts. For interim and final unsatisfactory performance evaluations, the PCO shall be the RO. On the DD Form 2626, the AO electronically signs in block 12 (Evaluated by) and the RO in block 13 (Evaluation Reviewed by) through the CCASS system.

e. Each District and Center administering construction contracts shall establish appropriate Focal Points (FP) to ensure effective administration of contractor performance assessment activities within their assigned organization. The District's or Center's Primary Focal Point, AOs and ROs all will be trained appropriately and resourced to effectively accomplish their roles, and their status will be maintained in the Contractor Performance Assessment Reporting System (CPARS). Up to five Alternate Focal Points may also be authorized to assist in ensuring continuous coverage of the FP role.

f. An interim performance evaluation shall be prepared and submitted at the midpoint of a construction contract or task orders with contract durations of 24 months or longer. An interim performance evaluation can be prepared at other times, as appropriate, at the Government's discretion.

g. An interim unsatisfactory performance evaluation may be prepared for incomplete contracts when a contractor's overall performance is assessed as unsatisfactory in one or more rating performance elements.

h. Construction contractors' past performance is used in making source selection decisions. It is therefore critically important that AOs prepare and submit timely interim and final evaluations consistent with this regulation. Final evaluations will not be delayed because of outstanding claims or warranty requirements. Final evaluations may be amended if justified.

i. Narrative comments in Block 20 of DD2626 shall be made for every element rated Outstanding or Unsatisfactory, and are recommended for Above Average and Marginal rated elements in order to provide relevant performance information to Source Selection Panels. Remarks shall reference the element numbers. A comprehensive description of the work, project title and location shall be written in Block 7 (scope of work, square footage, construction features, length of levee, etc). For all evaluations, the narrative comments in Block 20 shall be sufficient to substantiate the overall rating and provide meaningful information to Source Selection Panels.

6. Implementation.

a. Post-Award and/or Preconstruction Conference. Contractor performance expectations will be discussed at the post-award and/or preconstruction conferences and documented in the contract file. The AO and RO shall be identified to the contractor at this conference as well as the contractor's requirements to provide the name and email address for one or more contractor officials who are responsible for providing comments into CCASS on behalf of the contractor. USACE contract administration personnel should explain and discuss what constitutes Outstanding, Above Average, Satisfactory, Marginal, and Unsatisfactory performance. The list of Typical USACE Construction Contractor Performance Standards and Worksheet at Appendix B or other District evaluation procedures may be used. Documentation to support the Government's evaluation of the contractor's performance will be collected throughout the duration of the contract.

b. Contractor Notice. The CCASS will notify the contractor with an electronic message when a draft or completed performance evaluation is available for their retrieval from CCASS (or the Past Performance Information Retrieval System (PPIRS) for finalized evaluations).

c. Final Performance Evaluation Reports.

(1) Within 60 calendar days after the contract completion date (CCD), the draft performance evaluation should be transmitted via the CCASS to the contractor for their contractor review (presently 30 calendar days). In order to meet this 60 calendar day target, the AO should plan to prepare a draft performance evaluation not later than 50 calendar days after CCD. The Resident Management System (RMS) can be used to upload the draft evaluation information to the CCASS system. The performance evaluation report should be completed in CCASS within 120 calendar days of the CCD. Exceptions may be allowed when major contract issues and circumstances occur (e.g., the contractor's actual completion is significantly after the CCD, etc.). In order to meet this 120 calendar day target, the RO should complete the evaluation not later than 10 calendar days after receipt of the performance evaluation from the AO. After the final performance evaluation is approved by the RO, the CCASS performance evaluation is transmitted to PPIRS where it is retained per current guidance. Each District or Center FP will regularly communicate their District's/Center's CCASS registration and evaluation timeliness status to their District's contracting and construction leadership. The objective is to maintain situational awareness of the District's/Center's status on registering/ submitting performance evaluations within established timeframes.

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(2) The final performance evaluation report supersedes any previous interim reports. Final performance evaluations may be amended, if warranted, to reflect changes in the evaluation of performance elements caused by resolution of contractor claims or compliance with warranty requirements occurring after the final performance evaluation was prepared. Amendments to final performance evaluations are accomplished through the same workflow process as the final evaluation. Final and amended final evaluations should address all significant events that occurred over the duration of the contract.

d. Unsatisfactory Performance Evaluations.

(1) An interim unsatisfactory performance evaluation shall be initiated when a contractor's overall performance is unsatisfactory. An interim unsatisfactory performance evaluation usually occurs after a significant period of documented unsatisfactory performance. However, an unsatisfactory rating for poor performance may be issued in an expedited manner when a critical feature of the work that the contractor must perform satisfactorily is involved, if a serious safety issue is involved, if the project is of a short duration, or in other time-sensitive situations.

(2) The ACO and COR must be alert for early indications of unsatisfactory performance. There are no rigid rules governing the number of items on a performance evaluation that must be unsatisfactory before an interim or final unsatisfactory overall rating is issued. Unsatisfactory performance, in one or more of the rated elements, with detailed documentation, may be sufficient to justify an interim or final unsatisfactory overall rating on a performance evaluation.

(3) If an interim unsatisfactory performance evaluation is contemplated, the AO will develop the draft interim performance evaluation and discuss it with the RO, PCO, and Counsel. The contractor's representatives must be called to a conference with the Government representatives to discuss the documented problem areas and their resolution. The contractor should be informed that following the meeting a draft interim unsatisfactory performance evaluation will be issued promptly to the contractor via the CCASS system. The contractor shall be advised that performance must improve within the 30 calendar day CCASS contractor review period after contractor receipt of the electronic notice from CCASS. A Memorandum for Record (MFR) of the meeting will be prepared and placed in the contract file. After the meeting, the MFR will be sent to the contractor by serial letter with the notice that the contractor may meet with the PCO during the 30 calendar day CCASS contractor review period and the contractor must request the meeting with the PCO within the first 10 calendar days of the 30 calendar day period. A copy of this serial letter may also be sent to the bonding company and/or Small Business Administration, as appropriate.

(4) During the 30 calendar day CCASS contractor review period, the AO and field office staff will closely monitor and document the contractor's performance. At the end of the 30 calendar day period, the AO may revise the existing evaluation, after considering the contractor's performance, the contractor's comments in CCASS, and/or discussions at any meetings. The AO will discuss the evaluation with the RO, PCO, Counsel, and appropriate construction office officials. The AO shall then complete the interim evaluation (whether remaining as an unsatisfactory rating or not) and send it to the RO. The interim evaluation shall be finalized by the RO. If the interim evaluation remains as an overall unsatisfactory rating, the PCO shall sign

as RO. An interim evaluation is not subject to appeal by the contractor. The bonding company shall be notified of the unsatisfactory rating by letter but shall not be provided a copy of the evaluation.

(5) Interim unsatisfactory evaluations are remedial rather than punitive. They alert contractors of their contract performance shortcomings and serve as a valuable tool in influencing improved performance. They also provide source selection officials with valuable and current performance information. The AO and field office staff must continue to monitor the contractor's performance after issuance of an interim unsatisfactory performance evaluation and, if the contractor's performance improves sufficiently, a new interim evaluation may be issued.

(6) Unsatisfactory evaluations will be coordinated with Office of Counsel. An interim unsatisfactory evaluation is not a prerequisite for issuing a final unsatisfactory evaluation.

e. Appeals. The construction contractor receiving a final unsatisfactory performance evaluation may appeal the rating to the District's Senior Reviewing Official (SRO). For most Districts administering construction contracts, the SRO is typically the Chief of Contracting, but may also be the Chief of Construction Division or its equivalent. The SRO shall be identified in writing to the contractor when a final unsatisfactory performance evaluation report is completed. The contractor's appeal should be made within 30 calendar days of the contractor's receipt of the automated CCASS notification that a final performance evaluation is complete. The contractor's appeal must be a written request to the PCO stating the reasons why a further review of their performance evaluation is justified, and the circumstances that may cause the Government to revise its rating of the contractor's performance. If a change is deemed warranted, an amended final evaluation is processed as previously described. Interim unsatisfactory performance evaluations and final evaluations other than final unsatisfactory evaluations cannot be appealed.

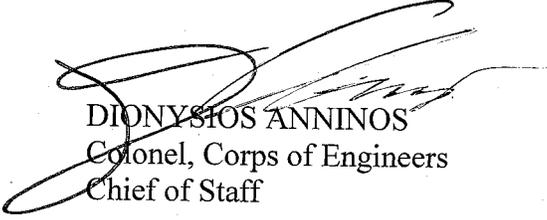
f. Subcontractor Performance Evaluations. Performance evaluations are not prepared for subcontractors (including Architect-Engineers subcontractors on Design-Build construction contracts). The government's contract is with the prime contractor and the prime contractor is responsible for effectively managing its subcontractors. For Design-Build contracts, the Architect-Engineer subcontractor's performance shall be summarized in the Remarks (Block 20) of the DD Form 2626. The Data Universal Numbering System (DUNS) number and name must be included in Description and Location of Work (Block 7) so that the Block 20 information may be found when source selection boards search for the firm in PPIRS. If a subcontractor is known to exert significant influence on the work or control progress through a special relationship with the prime contractor (as in the case of a subsidiary or an affiliated company), or by virtue of performing a significant portion of the contract, then the subcontractor's performance may be summarized in the Remarks (Block 20) of the DD2626. The DUNS number and name must be included in Description and Location of Work (Block 7) so that the evaluation will be found when source selection boards search for the firm in PPIRS.

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g. Completed Evaluation Notification. CCASS will notify the contractor with an electronic message when a completed performance evaluation is available for their retrieval from CCASS or PPIRS.

FOR THE COMMANDER:

2 Appendices
App A – DD Form 2626
App B – Contractor Performance
Evaluation Worksheet for Form 2626



DIONYSIOS ANNINOS
Colonel, Corps of Engineers
Chief of Staff

APPENDIX A

DD Form 2626, Performance Evaluation (Construction)

FOR OFFICIAL USE ONLY (WHEN COMPLETED)

PERFORMANCE EVALUATION (CONSTRUCTION)		1. CONTRACT NUMBER	
		2. CEC NUMBER	
IMPORTANT: Be sure to complete Part III - Evaluation of Performance Elements on reverse.			
PART I - GENERAL CONTRACT DATA			
3. TYPE OF EVALUATION (<i>X one</i>)			4. TERMINATED FOR DEFAULT
<input type="checkbox"/> INTERIM (<i>List percentage _____ %</i>)		<input type="checkbox"/> FINAL	<input type="checkbox"/> AMENDED
5. CONTRACTOR (<i>Name, Address, and ZIP Code</i>)		6.a. PROCUREMENT METHOD (<i>X one</i>)	
		<input type="checkbox"/> SEALED BID <input type="checkbox"/> NEGOTIATED	
		b. TYPE OF CONTRACT (<i>X one</i>)	
		<input type="checkbox"/> FIRM FIXED PRICE	<input type="checkbox"/> COST REIMBURSEMENT
		<input type="checkbox"/> OTHER (<i>Specify</i>)	
7. DESCRIPTION AND LOCATION OF WORK			
8. TYPE AND PERCENT OF SUBCONTRACTING			
9. FISCAL DATA	<input type="checkbox"/>	a. AMOUNT OF BASIC CONTRACT \$	b. TOTAL AMOUNT OF MODIFICATIONS \$
	<input type="checkbox"/>	c. LIQUIDATED DAMAGES ASSESSED \$	d. NET AMOUNT PAID CONTRACTOR \$
10. SIGNIFICANT DATES	<input type="checkbox"/>	a. DATE OF AWARD	b. ORIGINAL CONTRACT COMPLETION DATE
	<input type="checkbox"/>	c. REVISED CONTRACT COMPLETION DATE	d. DATE WORK ACCEPTED
PART II - PERFORMANCE EVALUATION OF CONTRACTOR			
11. OVERALL RATING (<i>X appropriate block</i>)			
<input type="checkbox"/> OUTSTANDING	<input type="checkbox"/> ABOVE AVERAGE	<input type="checkbox"/> SATISFACTORY	<input type="checkbox"/> MARGINAL
<input type="checkbox"/> UNSATISFACTORY (<i>Explain in Item 20 on reverse</i>)			
12. EVALUATED BY			
a. ORGANIZATION (<i>Name and Address (Include ZIP Code)</i>)		b. TELEPHONE NUMBER (<i>Include Area Code</i>)	
c. NAME AND TITLE	d. SIGNATURE		e. DATE
13. EVALUATION REVIEWED BY			
a. ORGANIZATION (<i>Name and Address (Include ZIP Code)</i>)		b. TELEPHONE NUMBER (<i>Include Area Code</i>)	
c. NAME AND TITLE	d. SIGNATURE		e. DATE
14. AGENCY USE (<i>Distribution, etc.</i>)			

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PART III - EVALUATION OF PERFORMANCE ELEMENTS

N/A = NOT APPLICABLE O = OUTSTANDING A = ABOVE AVERAGE S = SATISFACTORY M = MARGINAL U = UNSATISFACTORY

15. QUALITY CONTROL							16. EFFECTIVENESS OF MANAGEMENT						
N/A	O	A	S	M	U		N/A	O	A	S	M	U	
a. QUALITY OF WORKMANSHIP							a. COOPERATION AND RESPONSIVENESS						
b. ADEQUACY OF THE CQC PLAN							b. MANAGEMENT OF RESOURCES/ PERSONNEL						
c. IMPLEMENTATION OF THE CQC PLAN							c. COORDINATION AND CONTROL OF SUBCONTRACTOR(S)						
d. QUALITY OF QC DOCUMENTATION							d. ADEQUACY OF SITE CLEAN-UP						
e. STORAGE OF MATERIALS							e. EFFECTIVENESS OF JOB-SITE SUPERVISION						
f. ADEQUACY OF MATERIALS							f. COMPLIANCE WITH LAWS AND REGULATIONS						
g. ADEQUACY OF SUBMITTALS							g. PROFESSIONAL CONDUCT						
h. ADEQUACY OF QC TESTING							h. REVIEW/RESOLUTION OF SUBCONTRACTOR'S ISSUES						
i. ADEQUACY OF AS-BUILTS							i. IMPLEMENTATION OF SUBCONTRACTING PLAN						
j. USE OF SPECIFIED MATERIALS													
k. IDENTIFICATION/CORRECTION OF DEFICIENT WORK IN A TIMELY MANNER													
17. TIMELY PERFORMANCE							18. COMPLIANCE WITH LABOR STANDARDS						
a. ADEQUACY OF INITIAL PROGRESS SCHEDULE							a. CORRECTION OF NOTED DEFICIENCIES						
b. ADHERENCE TO APPROVED SCHEDULE							b. PAYROLLS PROPERLY COMPLETED AND SUBMITTED						
c. RESOLUTION OF DELAYS							c. COMPLIANCE WITH LABOR LAWS AND REGULATIONS WITH SPECIFIC ATTENTION TO THE DAVIS-BACON ACT AND EEO REQUIREMENTS						
d. SUBMISSION OF REQUIRED DOCUMENTATION													
e. COMPLETION OF PUNCHLIST ITEMS							19. COMPLIANCE WITH SAFETY STANDARDS						
f. SUBMISSION OF UPDATED AND REVISED PROGRESS SCHEDULES							a. ADEQUACY OF SAFETY PLAN						
g. WARRANTY RESPONSE							b. IMPLEMENTATION OF SAFETY PLAN						
							c. CORRECTION OF NOTED DEFICIENCIES						
20. REMARKS (Explanation of unsatisfactory evaluation is required. Other comments are optional. Provide facts concerning specific events or actions to justify the evaluation. These data must be in sufficient detail to assist contracting officers in determining the contractor's responsibility. Continue on separate sheet(s), if needed.)													

APPENDIX B

Typical USACE Contractor Performance Evaluation Standards and Worksheet

TYPICAL USACE CONTRACTOR PERFORMANCE EVALUATION STANDARDS & WORKSHEET				
Outstanding	Above Ave	Satisfactory	Mar	Unsatisfactory
15. QUALITY CONTROL				
a. <input type="checkbox"/> Quality of workmanship. Inspections/tests indicate all work is performed in accord with plans/specs without prompting/unnecessary rework.	<input type="checkbox"/>	<input type="checkbox"/> Work is performed in accordance with plans and specs with minimal number of failing tests and rework.	<input type="checkbox"/>	<input type="checkbox"/> Rework is frequently necessary and affects other phases of work.
b. <input type="checkbox"/> Adequacy of CQC Plan. Includes all QC and testing requirements in accordance with the contract and submitted timely.	<input type="checkbox"/>	<input type="checkbox"/> CQC plan was sufficiently complete, according to the contract, required minimum revisions and submitted timely.	<input type="checkbox"/>	<input type="checkbox"/> CQC plan is incomplete according to the contract, requires revisions, and not submitted timely.
c. <input type="checkbox"/> Implementation of CQC Plan. Applies 3-Phase control system, according to the contract specifications, with no Government prompting.	<input type="checkbox"/>	<input type="checkbox"/> Applies 3-Phase control system, per contract specifications, with little Government prompting.	<input type="checkbox"/>	<input type="checkbox"/> Doesn't apply 3-Phase control system per contract specs & requires frequent Government prompting.
d. <input type="checkbox"/> Quality of QC documentation. Very thorough, accurate, timely and complete for all operations.	<input type="checkbox"/>	<input type="checkbox"/> QC documentation is accurate, timely and complete for all operations.	<input type="checkbox"/>	<input type="checkbox"/> QC documentation frequently requires more details for completeness/accuracy. Reports not timely.
e. <input type="checkbox"/> Storage of materials. All materials stored as required by the contract with no Government prompting.	<input type="checkbox"/>	<input type="checkbox"/> All materials stored as required by the contract with little Government prompting.	<input type="checkbox"/>	<input type="checkbox"/> Government frequently furnishes instructions to store materials per contract and repeatedly requests corrections.
f. <input type="checkbox"/> Adequacy of materials. Without Government prompting verifies materials compliance before use .	<input type="checkbox"/>	<input type="checkbox"/> Verifies materials are in compliance before incorporation with little Government prompting.	<input type="checkbox"/>	<input type="checkbox"/> Frequently has to be reminded to check compliance of materials.
g. <input type="checkbox"/> Adequacy of submittals. 95% or more of GA submittals receive Action Codes (A or B) & are always made on or before scheduled date.	<input type="checkbox"/>	<input type="checkbox"/> Ninety percent or more of submittals requiring Government approval receive Action Codes (A or B) and are generally made as scheduled.	<input type="checkbox"/>	<input type="checkbox"/> Submittals frequently rejected for errors or contractor's failure to identify variances and are later than scheduled.
h. <input type="checkbox"/> Adequacy of QC testing. Does not have to be reminded to perform QC testing as specified in the contract.	<input type="checkbox"/>	<input type="checkbox"/> Rarely has to be reminded to perform testing as specified in the contract.	<input type="checkbox"/>	<input type="checkbox"/> Frequently has to be reminded to perform testing as specified in the contract.
i. <input type="checkbox"/> Adequacy of As-builts. Kept updated and regularly reviewed for accuracy with Government personnel.	<input type="checkbox"/>	<input type="checkbox"/> As-builts are kept updated and available for review by Government personnel.	<input type="checkbox"/>	<input type="checkbox"/> As-builts are not kept updated and/or are not available for review by Government personnel.
j. <input type="checkbox"/> Use of specified materials. Materials are in accordance with the contract.	<input type="checkbox"/>	<input type="checkbox"/> Rarely are materials not in accordance with the contract.	<input type="checkbox"/>	<input type="checkbox"/> Removal/rework frequently required for non-specified/non-approved materials. Prompted often to use specified materials.
k. <input type="checkbox"/> Identification/correction of deficient work in a timely manner. Routinely identifies/tracks/corrects deficiencies without prompting.	<input type="checkbox"/>	<input type="checkbox"/> Routinely identifies, tracks, and corrects deficiencies with minimal Government prompting.	<input type="checkbox"/>	<input type="checkbox"/> Government frequently points out deficiencies and has to remind contractor about corrections.
SUMMARY: <input type="checkbox"/> OUTSTANDING <input type="checkbox"/> <input type="checkbox"/> SATISFACTORY <input type="checkbox"/> <input type="checkbox"/> UNSATISFACTORY				

16. EFFECTIVENESS OF MANAGEMENT			
<p>a. <input type="checkbox"/> Cooperation and responsiveness. Government requests/instructions accepted in cooperative, responsive way.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Contractor is generally, cooperative and responsive to requests.</p>	<p><input type="checkbox"/></p>
<p>b. <input type="checkbox"/> Management of resources/personnel. Prime effectively manages his own work so there are no delays to completion & deficiencies corrected without prompting.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Prime contractor has managed his own work so delays to completion are minimal & deficiencies are corrected with little prompting.</p>	<p><input type="checkbox"/></p>
<p>c. <input type="checkbox"/> Coordination & control of subcontractor(s). Prime effectively manages sub-contracted work so there are no delays to completion; deficiencies are corrected without prompting.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Prime contractor has managed subcontractor(s) such that delays to completion are minimal and deficiencies are corrected with little prompting.</p>	<p><input type="checkbox"/></p>
<p>d. <input type="checkbox"/> Adequacy of site clean-up. Prime contractor has effectively managed site clean-up without prompting.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Prime contractor has managed site clean-up with little prompting.</p>	<p><input type="checkbox"/></p>
<p>e. <input type="checkbox"/> Effectiveness of job-site supervision. Supervisory staff is adequate with clear, logical lines of authority and responsibilities.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Supervisory staff is sufficient to maintain adequate control of job personnel and activities.</p>	<p><input type="checkbox"/></p>
<p>f. <input type="checkbox"/> Compliance with laws and regulations. Contractor enforces/corrects noncompliance of laws and regulations without Government prompting.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Contractor enforces and corrects noncompliance of laws and regulations with little prompting.</p>	<p><input type="checkbox"/></p>
<p>g. <input type="checkbox"/> Professional conduct. Knowledgeable, reliable with cooperative team attitude, consistently exhibiting friendly, fair, firm relations with Government, subcontractors, & other parties.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Knowledgeable, reliable and maintains business-like approach to include good judgment, timely responses and fair dealing in all relations.</p>	<p><input type="checkbox"/></p>
<p>h. <input type="checkbox"/> Review/resolution of subcontractor's issues. Contractor very willing to work with subcontractor(s) to resolve differences or conflicts.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Contractor, generally, willing to work with subcontractor(s) to resolve any differences or conflicts.</p>	<p><input type="checkbox"/></p>
<p>i. <input type="checkbox"/> Implementation of Subcontracting Plan. Contractor implemented subcontracting plan as provided to the Government.</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/> Contractor implemented subcontracting plan with minimal revisions.</p>	<p><input type="checkbox"/></p>
<p>SUMMARY: <input type="checkbox"/> OUTSTANDING <input type="checkbox"/> SATISFACTORY <input type="checkbox"/> UNSATISFACTORY</p>			

17. TIMELY PERFORMANCE

- | | | |
|---|--|---|
| <p>a. <input type="checkbox"/> Adequacy of initial progress schedule. Schedule adequate to complete work within the required time.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Initial progress schedule was adequate with few revisions prior to approval.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Initial progress schedule was not according to the contract and had to be resubmitted, at least once, prior to approval.</p> |
| <p>b. <input type="checkbox"/> Adherence to approved schedule. Generally, all features of work have been completed ahead of current approved schedule.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Generally, all features of work have been completed, approximately on time, in accordance with the approved schedule.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Work was completed behind current approved schedule.</p> |
| <p>c. <input type="checkbox"/> Resolution of delays. Contractor devoted superior efforts to resolve delay(s) without prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Contractor worked to resolve delay(s) with little prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Contractor did not apply enough effort to resolve delay(s) even with prompting.</p> |
| <p>d. <input type="checkbox"/> Submission of required documentation. Furnishes required documentation without prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Furnishes required documentation with little prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Frequently has to be prompted to furnish required documentation.</p> |
| <p>e. <input type="checkbox"/> Completion of punchlist items. Completed ahead of schedule with no delays or prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Punchlist items were completed as scheduled with minimal delays and/or prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Punchlist items were not completed as scheduled even with prompting.</p> |
| <p>f. <input type="checkbox"/> Submission of updated revised progress schedules. Always updates schedule & submittal register without prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Updates schedule and submittal register with little prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Contractor repeatedly prompted to revise schedule and submittal register.</p> |
| <p>g. <input type="checkbox"/> Warranty response. Information about warranties and/or servicing provided to Government without prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Information about warranties and/or required servicing provided to Government with little prompting.</p> | <p><input type="checkbox"/> <input type="checkbox"/> Information about warranties /required servicing provided after repeated requests by Government.</p> |

SUMMARY: **OUTSTANDING** **SATISFACTORY** **UNSATISFACTORY**

18. COMPLIANCE WITH LABOR STANDARDS			
<p>a. <input type="checkbox"/> Correction of noted deficiencies. Maintains current, orderly labor bulletin board with all required information in prominent location without prompting.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Maintains a current labor bulletin board that contains all required information with little prompting.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Contractor has been repeatedly prompted to maintain a current labor bulletin board.</p>	
<p>b. <input type="checkbox"/> Payrolls properly completed and submitted. Submits payrolls within 7 days after end of pay period without any payroll/payment errors.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Usually submits payrolls within 7 days after the end of the pay period and has no payroll/payment errors.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Contractor repeatedly reminded to submit payrolls within 7 days after pay period end / repeatedly prompted to correct payroll/payment errors.</p>	
<p>c. <input type="checkbox"/> Compliance with labor laws, regulations including Davis-Bacon Act & EEO. Complies with laws & regulations with no prompting. No violations noted or complaints received.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Complies with laws and regulations with little prompting.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Does not comply with laws and regulations. One or more complaints received for misclassification, EEO or other labor violations.</p>	
<p>SUMMARY: <input type="checkbox"/> OUTSTANDING <input type="checkbox"/> <input type="checkbox"/> SATISFACTORY <input type="checkbox"/> <input type="checkbox"/> UNSATISFACTORY</p>			
19. COMPLIANCE WITH SAFETY STANDARDS			
<p>a. <input type="checkbox"/> Adequacy of Safety Plan. Thorough, complete and submitted promptly.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Safety plan was submitted with little prompting, and/or required minimal revisions.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Safety plan not submitted promptly; incomplete and required numerous revisions.</p>	
<p>b. <input type="checkbox"/> Implementation of Safety Plan. Applies job hazard analysis to daily activities, tool box safety meetings, & during prep & initial phases; maintains record of first aid treatments & near misses; updates JHA as needed without prompting; no reportable accidents.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Applies job hazard analysis to tool box safety meetings & during prep & initial phases; maintains records of first aid treatments & near misses; investigates, reports accidents within one working day of occurrence; takes corrective action with no prompting to avoid reoccurrence.</p>	<p><input type="checkbox"/> <input type="checkbox"/> Contractor repeatedly reminded to apply job hazard analysis & maintain records of first aid treatments & near misses; failed to investigate & report accident within one working day after occurrence; prompted to take corrective action to avoid reoccurrence.</p>	
<p>c. <input type="checkbox"/> Correction of noted deficiencies. On-site management & home office actively promote safety, quickly correct observed deficiencies with little or no prompting.</p>	<p><input type="checkbox"/> <input type="checkbox"/> On-site management promotes safety and corrects observed deficiencies with minimal prompting.</p>	<p><input type="checkbox"/> <input type="checkbox"/> On-site management does not quickly correct observed deficiencies.</p>	
<p>SUMMARY: <input type="checkbox"/> OUTSTANDING <input type="checkbox"/> <input type="checkbox"/> SATISFACTORY <input type="checkbox"/> <input type="checkbox"/> UNSATISFACTORY</p>			