GSA Solicitation No. 47PE5426Q0022

PAST PERFORMANCE QUESTIONNAIRE

Please complete and submit this reference directly to the GSA Contracting Officer at johanna.nieves@gsa.gov before the closing date, May 29, 2026 at 4:00 pm (CST).

Section 1 – To be completed by the Contractor

Contractor's Name:	
Address:	
Contractor's Phone Number:	
Point of Contact (POC):	
Role of the POC:	
POC E-mail Address:	
POC Phone Number:	
Project Title or Brief Description of the Work:	
Dates of Performance:	
Contract Value:	

Section 2 – To be completed by the Reference

Please complete the following questionnaire on behalf of the contractor listed in Section 1. Only the project listed in Section 1 shall be considered for this evaluation. For each question below, select the rating that best describes the Contractor's performance. Please provide a narrative explanation where appropriate; narrative comments are greatly appreciated. If the contractor has completed other work for your agency/organization in the last eight years, you may note that as additional comments.

The completed questionnaire should be **emailed directly to the GSA Contracting Officer as noted above** to ensure the confidentiality of your responses. Your responses will be reviewed solely for the purposes of a past performance evaluation and no one other than the selection committee will see your response.

Name of Respondent:	
Title/Company Name:	
Role of Respondent on the Project being Referenced:	
Telephone:	
Email:	

If you have additional comments to provide, please add them at the end of the attached questionnaire. Thank you, in advance, for your time and providing GSA with this valuable feedback.

RELEVANT CRITERIA (Yes or No)

_____Is or was the project for roof replacement?

_____Is or was the project performed in a functioning and occupied building?

_____If current, will the project be 90% complete by the deadline?

QUALITY

1. Overall, how well did the quality of the work conform to the contract requirements?

   Excellent - 5 4 3 2 1 - Poor

BUDGET

2. Overall, how was the contractor's performance with regards to budget?

   Excellent - 5 4 3 2 1 - Poor

3. Was the project completed within the original contract budget? Yes No
   If not, please provide the reason for actual cost differences. (e.g. owner driven changes, differing site conditions, errors and omissions, etc…)

4. Was change order work pricing determined fair and responsible? Yes No
   If there were issues with change order pricing, please explain.

SCHEDULE

5. Overall, how was the contractor's performance with regards to schedule?

Excellent - 5 4 3 2 1 - Poor

6. Did the contractor complete the project within the original contract schedule? Yes No
   If not, what were the reasons for changes to the schedule?

MANAGEMENT & STAFFING

7. Did the Contractor staff the job adequately? (PM, Superintendent, etc.) Yes No
8. Were key personnel adequately qualified for their positions? Yes No

9. How well did the prime contractor manage his subcontractors? (e.g. Coordinating trades, updating subs on changes to the SOW, prompt payment, performance issues, etc…)

   Excellent - 5 4 3 2 1 - Poor

10. How effective was the Contractor at communicating with key project stakeholders?

    Excellent - 5 4 3 2 1 - Poor

11. How well did the Contractor demonstrate sensitivity to client/tenant concerns? (e. g. Coordination issues, site cleanliness, noise, etc…)

    Excellent - 5 4 3 2 1 - Poor

ADMINISTRATION

12. How responsive and responsible was the contractor in administrative areas? (e.g. Documenting progress, responding to RFI's, processing payments, tracking changes, etc.)

Excellent - 5 4 3 2 1 - Poor

OVERALL

13. How would you rate this Contractor's overall performance?

Excellent - 5 4 3 2 1 - Poor