

Division of Capital Asset Management Standard Contractor Evaluation Form

Section I- General Project Information

Your Name: Greg Westphal	Telephone #: (202)-708-4895 ex 108
Position/ Title: Manager Steam Distribution	Date: March 18th, 2008
Agency/ Firm: U.S. General Service Administration	Interviewer: (if any):
Name of Contractor: Veterans Development Corporation	Total Contract \$477,500.00 Cost with Change Orders: \$550,000.00
Project Title: Replace Steam & Condensate Line Insulation	Contract Start/ End Dates: 11-7-2007-3-20-2008
Scope of Work: Replace Steam & Condensate Line Insulation through-out the District of Columbia & the Central Heating Plant Tunnels	Actual Completion Date:
Project Location: Central Heating Plant Tunnels through-out the DC Area	

Important!!

Please check (✓) if this is an Interim Report (50% complete)
or a Final Evaluation (at least 99% complete)

Section II- Evaluation Questionnaire

Please rate this contractor's performance in each of the following areas. If you need additional space, attach 8 1/2" x 11" sheets. If you rate the contractor below Satisfactory in any area, you must provide detailed information to explain the rating assigned.

1. Quality of Workmanship

0-28 points (refer to page 4)

Rate the quality of this contractor's workmanship. Were there quality-related or workmanship problems on the contract? If so, provide specific examples.

Great quality, no problems.

2. Project Management

0-13 points (refer to page 4)

- a) **Scheduling-** Rate this contractor's performance with regard to adhering to contract schedules. Did this contractor meet the contract schedule or the schedule as revised by approved change orders? If not, was the delay attributable to this contractor? If so, provide specific examples.

Meeting schedule.

b) **Subcontractor Management**- Rate this contractor's ability, effort and success in managing and coordinating subcontractors (if no subcontractors, rate this contractor's overall project management). Was this contractor able to effectively resolve problems? If not, provide specific examples. 0-13 points (refer to page 4)

Good project management.

c) **Safety and Housekeeping Procedures**- Rate this contractor's safety and housekeeping procedures on this project. Were there any OSHA violations or serious safety accidents? If so, provide specific examples. 0-9 points (refer to page 4)

Safe, no violations or accidents.

d) **Change Orders**- Did this contractor unreasonably claim change orders or extras? Was this contractor's prices on change orders and extras reasonable? If not, provide specific examples. 0-9 points (refer to page 4)

Reasonable change order pricing.

e) **Working Relationships**- Rate this contractor's working relationships with other parties (i.e. owner, designer, subcontractors, etc.). Did this contractor relate to other parties in a professional manner? If not, give specific examples. 0-7 points (refer to page 4)

Worked well with everyone.

f) **Paperwork Processing**- Rate this contractor's performance in completing and submitting required project paperwork (i.e. change orders, submittals, drawings, requisitions, payrolls, workforce reports, etc.). Did the contractor submit the required paperwork promptly and in proper form? If not, provide specific examples. 0-7 points (refer to page 4)

Very timely with paperwork.

3. On-Site Supervisory Personnel Rating

0-14 points (refer to page 4)

- a) **General Performance-** Rate the general performance of this contractor's on-site supervisory personnel. Did the superintendent(s) have the knowledge, management skills and experience to run a project of this size and scope? If not, provide specific examples.

Managed and supervised project successfully.

Section III- Legal and Administrative Proceedings

Are you aware of any legal or administrative proceedings, invoked bonds, assessed damages, demands for direct payment, payment bond claims, contract failures, contract terminations, or penalties involving this contractor on this contract? What is the status of any pending litigation? What was the final outcome of any completed litigation? What are the dollar amounts of assessed damages or penalties?

No

Section IV- Numerical Rating

Use the grid on the following page to rate the contractor's performance on this project. In assigning the Numerical Rating, please note the following:

1. You are not restricted to using the numerical values shown and may score in between the numbers shown.
2. A total Numerical Rating of 70 is required for a passing grade.
3. If you rate the contractor below satisfactory in any area, you must provide written comments in Section II to explain the rating(s) assigned.

