

	Loxahatchee River Environmental Control District	CONTRACT NO.	
ADDRESS	2500 Jupiter Park Drive	CONTRACTOR	
CITY / STATE / ZIP	Jupiter, FL 33458	PERIOD OF PERFORMANCE	FROM TO
CONTRACT PROJECT MANAGER		LOCATION OF PERFORMANCE	

INSTRUCTIONS: This form can be completed on the computer or printed and completed by hand. Use the mouse to navigate. To check or uncheck a box, **'double click' the box**. If further direction is required on how to complete this evaluation or where to submit it, please contact your Contracting Officer. Comment boxes are formatted to automatically wrap the entered text. Check the box that best describes the level in which the Contractor supported the area described. Comments are essential and must substantiate your rating selection. N/A = not applicable. If additional space is required, use page 2 of the form or attach additional page(s).

SEE PAGE 3 FOR EVALUATION RATINGS DEFINITIONS

1. Quality. Contractor conformed to contract requirements. Was capable, efficient and effective in supporting the programs of this contract. Provided well maintained equipment and highly qualified personnel. Finished product meets the quality requirements set forth in the contract.

N/A Satisfactory Unsatisfactory

COMMENTS: 

2. Schedule. Contractor was prepared and available to begin work on contract start date and provided daily coverage during the contract period with little to no disruption or unavailability. Contractor completed the work within the dates specified in the contract and any approved extensions of time.

N/A Satisfactory Unsatisfactory

COMMENTS: 

3. Change Orders. Contractor conformed to contract requirements, providing complete documentation and was reasonable in the negotiations for time and costs. Contractor did not engage with frivolous our unsupported change order requests. Contractor met time requirements in the contract for identification and quantification of additional or deleted work.

N/A Satisfactory Unsatisfactory

COMMENTS: 

4. Management. Contractor and on-site representatives were professional, well qualified, and committed to customer satisfaction and safety of operations. Contractor provided necessary support for key personnel and if applicable, took necessary action to correct or replace any personnel. Contractor was timely and complete with shop drawings, pay applications, releases, schedules and other required submittals.

N/A Satisfactory Unsatisfactory

COMMENTS: 

6. Regulatory Compliance. How well does the contractor comply with governing regulations such as the FDEP, FDOH, SFWMD or others.

N/A Satisfactory Unsatisfactory

COMMENTS: 

7. Safety. Contractor and on-site representatives attitude and efforts, as well as actual application and general safety of operations?

N/A Satisfactory Unsatisfactory

COMMENTS: 

9. Other Areas:

N/A Satisfactory Unsatisfactory

10. Other Areas:

N/A Satisfactory Unsatisfactory

11. Other Areas:

N/A Satisfactory Unsatisfactory

12. Other Areas:

N/A Satisfactory Unsatisfactory

12. Overall Contractor Rating:

N/A Satisfactory Unsatisfactory

Additional comments to support your response to any item above or other items.

Name, Title of Individual Completing this Form (include agency, phone and electronic address)

Signature

RATING	DEFINITION	NOTE
Satisfactory	Performance meets contractual requirements. The contractual performance of the element being assessed may contain some minor problems for which corrective actions taken by the Contractor were satisfactory.	To justify a Satisfactory rating, there should have been only minor problems, or major problems the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified.
Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective.	To justify an Unsatisfactory rating, identify multiple significant events in each category that the Contractor had trouble overcoming and state how it impacted the Government. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory rating. An Unsatisfactory rating should be supported by referencing the management tools used to notify the contractor of the contractual deficiencies (e.g. management, quality, safety, etc.)