



STATEMENT OF INTEREST AND QUALIFICATIONS

Past Performance Questionnaire (Design Services)

Materials Management Procurement

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To: _____ Phone: _____ Code _____
Fax: _____

Subject: Past Performance Survey of: _____
(Name of Company Being Surveyed)

(Name of Individuals Being Surveyed)

The City of Peoria collects past performance information (on firms and key personnel) to assist in procuring/awarding projects based on value. The firm/individual listed above has listed you as a reference for a past project they have completed. We would greatly appreciate it if you would take a few moments to complete this survey.

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, please leave it blank.

Client Name: _____ Date Completed: _____
Project Name: _____

NO	CRITERIA	UNIT	RATING
1	Ability to meet customer expectations	(1-10)	
2	Ability to manage costs (design & construction change orders)	(1-10)	
3	Ability to maintain project schedule	(1-10)	
4	Comfort level in hiring the firm/individual again	(1-10)	
5	Ability to increase value (quality of design)	(1-10)	
6	Ability to identify and minimize the users risk	(1-10)	
7	Ability to close out	(1-10)	
8	Leadership ability (minimize the need of owner direction)	(1-10)	
9	Has the project been constructed	Circle	Y / N

Printed Name (of Evaluator) Signature (of Evaluator)

Thank you for your time and effort in assisting the City of Peoria in this important endeavor.
Please fax the completed survey to: Fax # _____