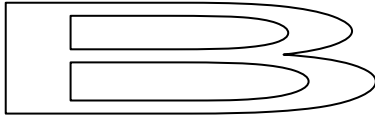


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PERFORMANCE ASSESSMENT PLAN – MONTHLY  
EVALUATION FORM



# Performance Assessment Plan MONTHLY EVALUATION

**MONTH:** \_\_\_\_\_ **YEAR:** \_\_\_\_\_

Evaluation Factor	Yes	No	N/A	Comments
<p><i>Experience of Personnel</i></p> <p>1. Did the team identified in the proposal actively participate in the project?</p> <p>2. If personnel substitutions were needed, was the degree of technical competence maintained?</p>				
<p><i>Working Relationships</i></p> <p>1. Did the Construction team participate in the design process (i.e. attend meetings, provide insight, etc.)? Were the coordination meetings between Construction and Design team personnel documented?</p> <p>2. Did the Design team participate in the construction process (i.e. attend CQC meetings, perform field oversight, etc.)? Were coordination meetings between Construction and Design team personnel documented?</p>				

<p>3. Did the collaboration between the Construction and Design Team deliver a high value innovative facility?</p> <ul style="list-style-type: none"> <li>- Were Total Operating Cost minimized</li> <li>- What LEED points can be obtained</li> <li>- Was energy efficiency optimized, and the energy goals exceeded.</li> </ul> <p>4. Was the budget management process clear; was an estimate submitted on time with each design submittal. Was the estimate updated to reflect the changes in the design submittal?</p> <p>5. Did the Contractor's team effectively manage the project budget and the User's requirements to meet the customer's needs? Was project budget and emphasis in cost control exhibited in the estimate? (Contractor to document in comments block materials/systems innovations and provision of higher quality than required in the RFP Part 4)</p> <p><i>Additional factors to be developed during Partnering.</i></p>				
<p><b>Quality Control</b></p> <p>1. Were re-submittals of design deliverables or construction rework required this month?</p>				

<p>2. Were as built redlines updated this month?</p> <p><i>Additional factors to be developed during Partnering.</i></p>				
<p><b><i>Timely Performance</i></b></p> <p>1. Is the Contractor on schedule?</p> <p>2. Is the Contractor maintaining the schedule?                  (Can the Government confirm the project is on schedule?)</p> <p>3. Is the Contractor following his schedule?</p> <p><i>Additional factors to be developed during Partnering.</i></p>				
<p><b><i>Effectiveness of Management</i></b></p> <p>1. Did the Government need to intercede in resolving a subcontractor issue?</p> <p><i>Additional factors to be developed during Partnering.</i></p>				

<p><i>Compliance with Labor Standards</i></p> <p>1. Did payrolls have to be resubmitted this month due to inaccuracies or errors?</p> <p><i>Additional factors to be developed during Partnering.</i></p>				
<p>1. Were there any lost time accidents this month?</p> <p><i>Additional factors to be developed during Partnering.</i></p>				

**GENERAL PERFORMANCE COMMENTS THIS MONTH:**

**Concurrence:**

CM/ROICC Representative \_\_\_\_\_ Date \_\_\_\_\_.

Project Manager \_\_\_\_\_ Date \_\_\_\_\_.

Contractor Representative \_\_\_\_\_ Date \_\_\_\_\_.

