

SECTION 1		CONTRACTOR INFORMATION	
Contract No:	Project No:	Reference No:	
Description of Work:			
Contractor's Business Name:		Contractor's Superintendent / Supervisor:	
Contractor's Business Address:		Superintendent / Supervisor Phone No:	Superintendent / Supervisor: Cell No
		Emergency No:	Normal Working Hours:
Contractor's Business Phone No:	Contractor's Business Cell No:	Contractor's E-Mail:	Superintendent / Supervisor E-Mail:

SECTION 2		AC PROJECT / CONTRACT AUTHORITY	
Name:		Title:	
Department:	Phone:	E-Mail:	

SECTION 3 PROJECT / CONTRACT MANAGER	
Name:	
Position:	
Department:	Phone No:
Cell No:	E-Mail Address:
Additional Information:	

SECTION 4 CONTRACT INFORMATION	
Contract Award Amount:	Final Amount:
Contract Award Date:	Contract Start Date:
Contract Completion Date:	Scheduled Completion Date:
Commissioning Date:	Project Close-out Date:
Additional Information:	

SECTION 5 CHANGE ORDERS		
Date:	Scope:	Impact:
Date:	Scope:	Impact:

AC PROJECT / CONTRACT AUTHORITY		
Name:		Date:
	Signature	

CONSTRUCTION / CONTRACTS PROCESS OFFICER		
Name:		Date:
	Signature	

The following criteria are to be addressed by employing, at a minimum, the considerations listed in the “Criteria considerations to the completion of the contractor performance evaluation report form (CPERF)”

SECTION 6	CRITERIA	RATING	SCALE	POINTS
QUALITY OF WORKMANSHIP				
Comments:		Unacceptable	0-5	
		Not Satisfactory	6-10	
		Satisfactory	11-16	
		Superior	17-20	
TIME				
Comments:		Unacceptable	0-5	
		Not Satisfactory	6-10	
		Satisfactory	11-16	
		Superior	17-20	
HEALTH AND SAFETY				
Comments:		Unacceptable	0-5	
		Not Satisfactory	6-10	
		Satisfactory	11-16	
		Superior	17-20	
PROJECT MANAGEMENT				
Comments:		Unacceptable	0-5	
		Not Satisfactory	6-10	
		Satisfactory	11-16	
		Superior	17-20	
		Criteria not applicable		
ADMINISTRATION / CONTRACT MANAGEMENT				
Comments:		Unacceptable	0-5	
		Not Satisfactory	6-10	
		Satisfactory	11-16	
		Superior	17-20	
		Criteria not applicable		
		Total Points / Score:		
Additional Comments:				