Professional/Technical Contract - Vendor Performance Evaluation

The following evaluation for Professional/Technical Contract over $25,000 is being submitted in accordance with Minn. Stat. § 16C.08, subd. 4(c):

* = Required information

NOTE:

- If you wish to retain a copy of this form data, please print or save a copy of the form.

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**Project Information**

* **Agency:**

* **Contractor:**

* **CFMS/SWIFT Number:**

* **Project Name:**

* **Project Number** (if applicable):

* **Summarize purpose of the contract, including why it was necessary:**

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**Project Duration**

* **Start date:**

* **Original end date:**

* **Actual end date:**

* **Did project finish on time?** Yes
Exhibit K

No

Total billable hours utilized (if applicable): 

Contract amounts:

* Original contract: 

Amendments: 

* Contract total: 

* Did project finish within budget? Yes 

* Funding source: 

* Was this contract established as a single source? Yes 

If this was a single source contract, explain why the agency determined there was only a single source for the services (if applicable):

Evaluation Information

* Evaluator Name: 

* Evaluator Email Address: 

Evaluate the performance of the work including an appraisal of the contractor’s timeliness, quality, cost, and overall performance in meeting the terms and objectives of the contract:

* Evaluate the contractor’s timeliness:
Exhibit K

* Evaluate the contractor's quality:

* Evaluate the contractor's cost:

* Evaluate the contractor's overall performance:

* Would you engage the contractor's services again?  
  
  Yes ☐  No ☐

Describe any negative action taken during the duration of this contract (i.e., termination, pursuit of suspension, etc.):

* Please rate the overall experience with the contractor:  
  5 - very satisfied  ☐  4 - satisfied
Exhibit K

- 3 - neutral
- 2 - dissatisfied
- 1 - very dissatisfied