

PRE-QUALIFICATION INTERVIEW QUESTIONS

The following questions will be used to interview randomly selected contacts from at least two completed projects.

The DIR model provides a highest possible score of 120 Points and states that a score less than 55 points should disqualify a contractor from bidding. Further the DIR model provides that a score of between 56 and 72 indicates that interview of another completed project should be done. A score of 72 or higher on each of two interviews is sufficient for pre-qualification.

First, please give a brief description of the project. (no score for this one)

1. On a scale of 1-10, with 10 being the best, did the contractor provide adequate personnel? (Max. 10 points)
2. On a scale of 1-10, with 10 being the best, did the contractor provide adequate supervision? (Max. 10 points)
3. On a scale of 1-10, with 10 being the best, was there adequate equipment provided on the job? (Max. 10 points)
4. On a scale of 1-10, with 10 being the best, was the contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates? (Max. 10 points)
5. On a scale of 1-10, with 10 being the best, did the contractor adhere to the project schedule that your [agency] [business] approved? (Max. 10 points)
6. Was the project completed on time? (10 points if the answer is "Yes"). Or, if the answer is "no," then on a scale of 1-10, with 10 meaning that the contractor was not responsible, to what extent was the contractor responsible for the delay in completion?
7. On a scale of 1-10, with 10 being the best, rate the contractor on the timely submission of reasonable cost and time estimates to perform change order work. (Max. 10 points)
8. On a scale of 1-10, with 10 being the best, rate the contractor on how well the contractor performed the work after a change order was issued, and how well the contractor integrated the change order work into the existing work. (Max. 10 points).
9. On a scale of 1-10, with 10 being the best, rate how has the contractor been performing in the area of turning in Operation & Maintenance manuals, completing as-built drawings, providing required training and taking care of warranty items? (Max. 10 points)
10. On a scale of 1-10, with 10 being the best, rate the contractor on whether there were an unusually high number of claims, given the nature of the project, or unusual difficulty in resolving them. (Max. 10 points)
11. On a scale of 1-10, with 10 being the highest, rate the contractor with respect to timely payments by the contractor to either subcontractors or suppliers. (If the person being interviewed knows of no such difficulties, the score on this question should be "10.")
12. On a scale of 1-10, with 10 being the best, how would you rate the quality of the work overall? (Max. 10 points)