

APPENDIX 1 – Reference Survey Score Sheet

TO BE COMPLETED BY DOM STAFF ONLY			
Name of Bidder:		Procurement:	Pharmacy Benefit Administrator Claims and Performance Audit Services
Company Name of Reference:		Date/Time Contacted:	
Person Contacted:		Title/Position:	
Contact Email:		Contact Phone Number:	

The Mississippi Division of Medicaid (DOM) requests past performance information on contractors. The Entity listed above has listed you as a client for which they have previously performed work.

DOM appreciates your time in completing this form where you will be asked general project information and yes/no questions regarding your satisfaction in the vendor's current and/or past performance with your entity.

Project Name:		Service Dates:	
Project Objective:			
Project Cost:			

	QUESTIONS	RESPONSE (select one)		EXPLANATION
1	Satisfied with Contractor's Corporate experience relevant to the project? If no, please explain.	Yes	No	

2	Satisfied with ability to implement the project within budget and on time? If no, please explain.	Yes	No	
3	Satisfied with ability to obtain contract goals and objections? If no, please explain.	Yes	No	
4	Satisfied with ability to adhere to contract requirements? If no, please explain.	Yes	No	
5	Satisfied with ability to assess project risks and provide solutions? If no, please explain.	Yes	No	
6	Satisfied with the ability to operate the day-to-day functions of the project? If no, please explain.	Yes	No	
7	Was Contractor easy to work with when scheduling meetings/services? If no, please explain.	Yes	No	
8	Satisfied with ability to communicate with your organization's staff members? If no, please explain.	Yes	No	
9	Would you enter a contract with this Contractor again? If no, please explain.	Yes	No	
10	Would you recommend this Contractor? If no, please explain.	Yes	No	

Each "Yes" is one point; each "No" is zero points. Bidder must have a minimum score of 9 from each of the two references (total of 18 points) to be considered responsible and for its bid to be considered.

SCORE: _____

1	Do you have any business, professional or personal interest in the Bidder's organization? If yes, please explain.	Yes	No	
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A "Yes" to Question 11 above may result in automatic disqualification of the provided reference; therefore, result in a score of zero as responses to previous questions become null and void.

<p>Note:</p>
