



September 16, 2022

Accessing Your Numerical Rating Summary Sheet

For Evaluated Projects

Contractor Certification

DIVISION OF CAPITAL ASSET MANAGEMENT AND MAINTENANCE



When you log into your DCMS account you will be at your Dashboard

Go to View on the left Navigation Menu

Select My Certifications

When you click My Certifications, it will bring you to your Vendor Profile

When you are in your Vendor Profile: Certifications you will see your Applications section.

Under Actions

1. Select View on your most recent application
2. On the Projects section Select the View
3. That will bring you to your projects table
4. At the bottom of the screen you will see 2 buttons; 1 for the Filed Sub Report Summary (Filed Sub NRSS) and 1 for Prime/Small Prime Report Summary (Prime/Small Prime NRSS)
5. Select the button that applies to your certification
 - a. If you are Prime and Filed Sub Certified, you will have to select each button for the appropriate NRSS

Applications						
Status	Application Number	App Type	Organization	Dates	Contact	Actions
Received & In Process	3282894	Prime or Small Prime Contractor Certification	Division of Capital Asset Management and Maintenance	Started: 8/22/2022 Submitted: 8/24/2022 Received: 8/24/2022	Peggy Sue Construction	View
Processing Complete	0395458	Prime or Small Prime Contractor Certification	Division of Capital Asset Management and Maintenance	Started: 3/18/2022 Submitted: 3/18/2022 Received: 3/18/2022	Peggy Sue Construction	View
Processing Complete	2341842	Projects Table Update	Division of Capital Asset Management and Maintenance	Started: 2/15/2022 Submitted: 2/15/2022 Received: 2/18/2022	Peggy Sue Construction	View

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Sections and Documentation		
CERTIFICATION TYPE	✓ View	Complete: 1 completed of 1 required; 0 completed of 0 optional (by Brian Henry, 10/7/2020)
SECTION 1: CONTACT INFORMATION	✓ View	Complete: 4 completed of 4 required; 0 completed of 2 optional (by Brian Henry, 10/7/2020)
SECTION 2: BUSINESS AND HISTORICAL INFORMATION	✓ View	Complete: 9 completed of 9 required; 0 completed of 0 optional (by Brian Henry, 10/7/2020)
SECTION 3: PERSONNEL	✓ View	Complete: 4 completed of 4 required; 0 completed of 0 optional (by Brian Henry, 10/7/2020)
SECTION 4: PROJECT REQUIREMENTS AND AFFILIATION QUESTIONS	✓ View	Complete: 2 completed of 2 required; 0 completed of 0 optional (by Brian Henry, 10/7/2020)
SECTION 5: GENERAL PERFORMANCE	✓ View	Complete: 10 completed of 10 required; 0 completed of 0 optional (by Brian Henry, 10/7/2020)
SECTION 6: COMPLIANCE WITH LAWS	✓ View	Complete: 12 completed of 12 required; 0 completed of 0 optional (by Brian Henry, 10/7/2020)
PROJECTS	✓ View	Complete: 8 projects listed - 8 records complete; 0 records incomplete
DOCUMENT LIST	✓ View	Complete: 7 attached of 7 mandatory; 3 attached, 3 not applicable of 6 required

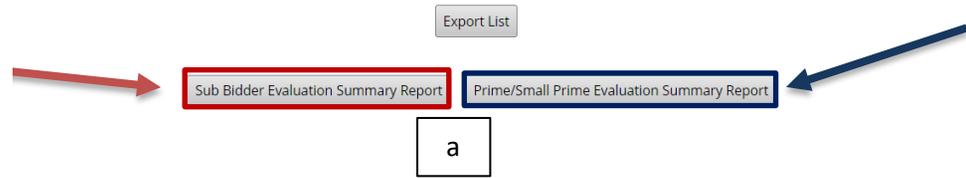
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Contract Start 8/9/2019	Contract End 2/28/2020	PHILLIP OBRZUT phillip.obrzut@gsa.gov
8. Project Status: Finished Project Record Status: Record Complete	Work Category 1 Prime: General Building 1,163,026	Public Authority or Private Owner 439 CONF/PK WESTOVER AIR RESERVE BAS
REPAIR CONTROL TOWER BUILDING 7068 FA660619CA017	Work Category 2 Amount	EWA GOSSELIN ewa.gosselin@us.af.mil
Total Contract Amount: 1,163,026 % Complete: 100.00	Work Category 3 Amount	Evaluator 439 CONF/PK WESTOVER AIR RESERVE BAS
Contract Start: 10/23/2019 Contract End: 9/24/2020		RICHARD COLBURN - CHIEF OF CONSTRUC richard.colburn.1@us.af.mil
		Sub-trade Work Category 1 EXTERIOR SIDING PANELS 617,300
		Sub-trade Work Category 2 MECHANICAL 47,500
		Sub-trade Work Category 3 ELECTRICAL 109,430

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If you are looking for your evaluated Filed Sub Bidder Projects, click the Sub Bidder Evaluation Summary Report Button.



If you are looking for your evaluated Prime or Small Prime Projects, click the Prime/Small Prime Evaluation Summary Report button.

Example of the Numerical Rating Summary Sheet

Prime/Small Prime Project Numerical Rating Summary

Contractor: Red & Black Dobie Concrete

Certification Number:

Reviewer:

Date: 3/3/2022

Project Title	Date	Type Of Work	Contract Amount	Rating	Failing Projects
Dah	10/7/2021	Prime: Deleading	\$150,000	100	P
Test New	6/5/2021	Prime: Energy Mangement	\$183,263	95	P
Test Title	10/1/2020	Prime: General Building Construction	\$5,500,000	90	P
Test Title #2	10/1/2020	Prime: General Building Construction	\$4,500,000	100	P
Hmm	6/3/2020	Prime: General Building Construction	\$500,000	98	P
Duke & Blu Tower project	2/5/2020	Prime: Masonry	\$90,000	100	P
Largest Contract:	\$5,500,000		Number of Ratings:	6	
2nd Largest Contract:	\$4,500,000		Average Rating:	97	
Total of Ratings:	583		Number of Failing Scores:	0	

The two bolded projects in Prime/Small Prime are the two highest projects we have on file.