

Letter of Subcontractor Performance Prioritization

Date: [Insert Date]

To: [Subcontractor Name]

Address: [Subcontractor Address]

Dear [Subcontractor Name],

We hope this letter finds you well. As part of our ongoing efforts to prioritize and enhance the performance of our subcontractors, we have developed a performance prioritization framework that aims to recognize and reward exceptional work while addressing areas for improvement.

Performance Evaluation Criteria

- Quality of Work
- Timeliness of Deliverables
- Communication and Responsiveness
- Compliance with Safety Standards
- Adherence to Budget

We value your contribution to our projects and are eager to ensure that our collaboration continues to be mutually beneficial. We encourage you to review your performance based on these criteria and identify areas where we can support your efforts towards excellence.

We would like to schedule a meeting to discuss our performance evaluation and potential priorities moving forward. Please let us know your availability for a meeting in the upcoming weeks.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]