

**PAST PERFORMANCE QUESTIONNAIRE**  
**RFQ SP0604-22-Q-0404**

Our firm is currently in the process of preparing a proposal for the Defense Logistics Agency (DLA) Energy Sustainment Restoration & Modernization (SRM) Support Services effort, RFQ number SP0604-22-Q-0404. As part of our proposal, we have listed you as a reference on our performance for this type of service with your agency under the previous/current contract listed below. Your input on our performance is therefore requested.

This questionnaire is due to DLA Energy no later than **June 06, 2022, 12:00 p.m. EST.**

The questionnaire must be submitted directly via e-mail to CSteam@dla.mil. The email subject line should be ATTN: PPQ, RFQ SP0604-22-Q-0404, (*Company Name*).

If you will not be available for verification of this past performance evaluation June 06, 2022 through June 22, 2022, please designate an alternate POC for the DLA Contracting Officer to contact.

Thank you.

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NAME OF OFFEROR: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

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**I. Current or Historical Contract Information**

**CONTRACT REFERENCED:**

1. Contract or Identifying Number: \_\_\_\_\_

2. Contract Value: \_\_\_\_\_

3. Period of Performance:  
\_\_\_\_\_

4. Brief description of items provided:  
\_\_\_\_\_  
\_\_\_\_\_

5. Name of Person Completing Questionnaire: \_\_\_\_\_

Agency/Company: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

e-mail: \_\_\_\_\_

Alternate POC name: \_\_\_\_\_

Alternate POC phone number: \_\_\_\_\_

Alternate POC e-mail address: \_\_\_\_\_

**II. EVALUATION.** Please rate the Contractor utilizing the guide below. Explanatory narratives for as many responses as possible would be appreciated. These narratives need not be lengthy, just detailed. Attach additional pages if more space is needed.

**Evaluation Definitions –**

The following definitions should be used in the assessment of Contractor performance.

EXCEPTIONAL	Performance <u>EXCEEDS MOST</u> contractual requirements. The performance of areas being assessed was accomplished with few minor issues or concerns.
VERY GOOD	Performance <u>EXCEEDS SOME</u> contractual requirements. The performance of areas being assessed was accomplished with few minor issues or concerns, for which the Contractor's corrective actions were highly effective.
SATISFACTORY	Performance <u>MEETS</u> contractual requirements. The performance of the areas being assessed contains minor issues or concerns, for which corrective actions taken by the Contractor were effective.
MARGINAL	Performance <u>MEETS SOME</u> contractual requirements. The performance of the areas being assessed includes significant problems, issues, or concerns for which corrective actions taken by the Contractor were only somewhat effective.
UNSATISFACTORY	Performance <u>DOES NOT MEET</u> contractual requirement. The performance of the areas being assessed includes serious problems, issues, or concerns for which the Contractor's corrective actions were ineffective.
NOT APPLICABLE (N/A)	Performance information not recent or relevant as defined in the Solicitation. Unable to provide assessment.

**Past Performance Evaluation**

**Question 1. Performance**

What is your assessment of the Contractor's ability to meet your requirements?

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
<b>Performance</b>						

*Comments, if any.*


**Questions 2 . Timeliness**

What is your assessment of the Contractor's ability to provide products in a timely manner?

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
<b>Timeliness</b>						
<b>Ability to Resolve Timeliness Problems</b>						

*Comments, if any.*


**Question 3. Quality of Workload Management**

What is your assessment of the Contractor's ability to manage workload, produce quality deliverables and coordinate with subcontractors ( if any) to meet requirements of the applicable performance work statement?

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
<b>Quality of Management</b>						

*Comments, if any.*


**Question 4. Overall Rating of Contractor's performance**

What is your overall rating of Contractor's performance (requirements, schedule) on contract being assessed?

Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory

**General Comments:**
