

PAST PERFORMANCE QUESTIONNAIRE

Keesler AFB is in the process of soliciting offers from companies capable of providing:

Multimedia Services

In order for the 81st Contracting Squadron to conduct its evaluation, we request that you complete the questionnaire below and e-mail a PDF file to craig.meints@us.af.mil, Contract Specialist and cynthia.lee.2@us.af.mil, Contracting Officer, at 81 CONS, Keesler AFB. The due date for completed questionnaires is 27 Sep 23 at 2:00PM CST. Your completed questionnaire will become a part of the official source selection records. To be considered, the Past Performance Questionnaire shall be returned to the Contract Specialist in its entirety and by the due date and time specified above.

To confirm receipt of your completed/submitted questionnaires please contact Contract Specialist, Craig Meints at craig.meints@us.af.mil AND Contracting Officer, Cynthia Lee at cynthia.lee.2@us.af.mil.

A. OFFEROR'S REFERENCE INFORMATION:

Contract Name and/or Number (include task order number(s) if applicable)	
Company/Division Name to be evaluated	
Address:	
Point of Contact (POC):	
Title of POC:	
Telephone Number:	
Email	
Contractor performed as: <input type="checkbox"/> Prime contractor	
Contractor performed as: <input type="checkbox"/> Sub-Contractor <input type="checkbox"/> Joint Venture <input type="checkbox"/> Affiliate To/With _____	

B. RESPONDENT INFORMATION: Please complete.

Contracting Activity/Customer	
Address:	
Telephone Number:	
Email Address:	
Point of Contact (POC):	
Title of POC:	

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C. CONTRACT INFORMATION: Please complete.

Contract Name and/or Number	
Task Order number (if applicable):	
Type of Contract:	
Performance Period: (Base plus any options):	
Total Contract Dollar Value: (base plus any options)	
Contract Description:	
<p>Contractor performed as: <input type="checkbox"/> Prime contractor</p> <p>Contractor performed as: <input type="checkbox"/> Sub-Contractor <input type="checkbox"/> Joint Venture <input type="checkbox"/> Affiliate To/With _____</p> <p>What percentage of the contract was performed by the evaluated contractor, if available:%.</p>	

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Instructions:

Please provide ratings and comments regarding the Contractor's performance in each area below using the following ratings.

RATING	DEFINITION
Exceptional	Performance meets contractual requirements and exceeds many to the Government's benefit. The contractual performance of the element or sub-element being evaluated was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.
Very Good	Performance meets contractual requirements and exceeds some to the Government's benefit. The contractual performance of the element or sub-element being evaluated was accomplished with some minor problems for which corrective actions taken by the contractor were effective.
Satisfactory	Performance meets contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.
Marginal	Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being evaluated reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.
Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective
N/A	Not Applicable

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	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
A. QUALITY OF SERVICE AND PERFORMANCE						
(1) The Contractor provided quality service that adhered to contract requirements, specifications, and standards of professional conduct.						
(2) The Contractor consistently responded to problems and took appropriate action to correct performance.						
B. MANAGEMENT						
(1) Contractor was able to resolve customer complaints quickly and effectively.						
(2) Contractor demonstrated an overall effective and quality management effort.						
(3) Contractor cooperated with the Government in providing flexible, proactive						

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and effective solutions to critical contract issues.						
C. TIMELINESS/ SCHEDULE OF PERFORMANCE/SERVICES						
(2) The Contractor consistently demonstrated an ability to hire, maintain, and replace, if necessary, qualified personnel in accordance with contract requirements and to avoid disruption of services and/or work schedule.						

D. OTHER:

(1) Would you award this firm another contract? () Yes () No

If you answered "No" provide an explanation. _____

(2) Was the contract terminated for default or cause? () Yes () No

If you answered "Yes", provide an explanation. _____

(3) Has the Contractor been given a cure notice, show cause notice, suspension of progress payments in the last 3 years. () Yes () No

If you answered "Yes", provide an explanation and how many actions and if they were resolved:

(4) ADDITIONAL COMMENTS:

RESPONDENT SIGNATURE