UNITED STATES MARINE CORPS

REGIONAL CONTRACTING OFFICE
PARRIS ISLAND
PO BOX 5069
PARRIS ISLAND, SOUTH CAROLINA 29905-5069

Past Performance Questionnaire

Instructions:

- ◊ Section II to be completed by the Offeror and provided to the assessor. The assessor, in turn, to verify Sections II through III, complete the questionnaire, and submit to the Contracting Office. The Offeror should also submit with its proposal (by the closing date of the Solicitation) copies of Sections I and II of all questionnaires as provided to assessors.
- ◊ Section II to be validated by the assessor. If any information is incorrect herein, please annotate and provide the correct information accordingly.
- ◊ Sections III through VII to be completed in their entirety by the assessor.

Message to the assessor:
Your assistance is requested by the Regional Contracting Office (RCO), Marine Corps Recruit Depot, Parris Island, SC (MCRDPI) to assist with establishing the performance history for the Contractor named below. In efforts to expedite receipt of the requested information, the Contracting Office respectfully requests that you do not mail hard copies. Instead, please e-mail the completed questionnaire(s) to: contract.specialist@usmc.mil

I. Solicitation Data (for the proposed effort)

Solicitation Number	M00263-26-R-R002
Requirement	Branded Furniture
Agency	Marine Corps Recruiting Command (MCRC)
Requirement Description	Branded Furniture for Marine Corps Districts Recruiting Offices.

II. Current or Historical Contract Information

Assessor: The performance data submitted by the Offeror is ☐ correct *or* ☐ incorrect.

CONTRACTOR NAME, POC & ADDRESS:				
	Contract No			
	Type of Contract			
		Initial	*Final*	
	Contract Value			
	Period of Performance			
	Requirement Description	Branded Furniture		
	Please select from the following as it applies to this contract:			
	Contracting Role	☐ PRIME	☐ SUBCONTRACTOR	
	Termination History	☐ Convenience	☐ Default	N/A

III. Assessor Information

Assessor Name	
Title	
Phone Number/Email Address	

Identify your role in the contract award or administration and the period of your involvement.

✓	Role	Period of Involvement
	Procuring Contracting Officer (PCO)	
	Administrative Contracting Officer (ACO)	
	Contract Specialist	
	Contracting Officer's Representative (COR)	
	Technical Project Lead/Project Officer	
	Quality Assurance Specialist	
	Defense Contract Audit Agency (DCAA) Auditor	
	Other:	

IV. Evaluation Definitions

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

EXCEPTIONAL	Performance meets contractual requirements and exceeds many to the Government's benefit. The contractual performance of the element or sub-element being assessed 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 assessed 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 assessed 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.

V. Performance Evaluation

1. Quality Performance

a. What is your OVERALL assessment of the quality of the contractor's performance?

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
Quality of Performance	☐	☐	☐	☐	☐	☐

Please provide the rationale for your assigned rating.

b. Assess the Contractor's quality of performance in the following areas.

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
Conformance to Contract Requirements	☐	☐	☐		☐	☐
Conformance to Specifications	☐	☐	☐	☐	☐	☐
Standards of Workmanship *	☐	☐	☐	☐	☐	☐

*** Standards of Workmanship:** Technical, professional, environmental, safety, etc.
While all comments are appreciated, please explain below your rationale for ratings of exceptional or unsatisfactory.

c. Did the Government contribute in any way to problems associated with quality as identified in the above assessment? If yes, please explain.

2. Schedule Performance (Timeliness)

a. What is your OVERALL assessment of the Contractor's ability to meet the schedule?

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
Schedule Performance	☐	☐	☐	☐	☐	☐

Please provide your rationale for the assigned rating.

b. Assess the Contractor's Schedule Performance in the following areas.

Schedule Performance	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
Completion of Contract/Task Order/Delivery Schedule	☐	☐	☐	☐	☐	☐
Meeting Milestones and Schedules	☐	☐	☐		☐	☐
Submitting Deliverables	☐	☐	☐	☐	☐	☐

While all comments are appreciated, please explain below your rationale for ratings of exceptional or unsatisfactory.

c. Did the Government contribute in any way to any Schedule problems identified in the above assessment? If yes, please explain.

3. Management Performance

a. What is your OVERALL assessment of the Contractor's management performance?

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
Management Performance	☐	☐	☐	☐	☐	☐

Please provide rationale for assigned rating.

b. Assess the Contractor's management performance in the following areas.

Management Performance	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
Management Responsiveness	☐	☐	☐	☐	☐	☐
Program Management	☐	☐	☐	☐	☐	☐
Management Of Personnel	☐	☐	☐	☐	☐	☐

Management Responsiveness: Timeliness, completeness, and quality of problem identification, proposal submittal, history of cooperative behavior, effective business relations, teamwork AND customer satisfaction.
Program Management: Effectiveness of integration and coordination of all activities required to execute the contract, use of resources, assignment of responsibility, internal coordination and communication, and risk management practices
Management Of Personnel: Ability to select, retain, support, and replace personnel with the experience and expertise necessary to accomplish the Government's requirements within schedule and budget

c. Did the Government contribute in any way to any of the management problems identified in the above assessment? If yes, please explain.

4. Cost Control

a. What is your OVERALL assessment of the Contractor's ability to forecast, manage, and control costs?

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
Cost Control	☐	☐	☐	☐	☐	☐

Please provide your rationale for the assigned rating.

b. Assess the Contractor's cost performance in the following areas.

COST CONTROL	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory	N/A
Price Estimates	☐	☐	☐	☐	☐	☐
Invoicing	☐	☐	☐	☐	☐	☐
Forecasting Management	☐	☐	☐	☐	☐	☐

Price Estimates: Ability to meet proposed prices and whether actual costs/rates realized reflect negotiated costs/rates.
Invoicing: Accuracy, completeness, and timeliness of invoices submitted.
Forecasting/Management:

While all comments are appreciated, please explain below your rationale for ratings of exceptional or unsatisfactory.

VI. Overall Rating of Contractor's performance (technical, schedule, management, and cost) on contract being assessed.

Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory
☐	☐	☐	☐	☐

VII. General Comments:

_____ _____
Assessor's Signature Date