Past Performance Reference Sheet

In accordance with (IAW) paragraph 4 of Section L of this solicitation, please provide between three (3) and five (5) recent and relevant past performance references. As a reminder, "recent" is defined as "completed projects within the last five (5) years from the date of the release of this solicitation", and "relevant" is defined as "a project similar in scope, size, and complexity to the requirements of this solicitation and valued more than $350,000.00." Include rationale supporting your assertion of relevance.

One of the considerations in proposal evaluation is the verification of the offerors past performance on contracts or other work efforts, which reflect the offeror's ability to perform on the proposed effort. We depend on information received from organizations such as yours, which have had first-hand experience with the offeror, for the evaluation of the offeror's performance on those contracts or work efforts.

Past performance references must be provided within Volume II – Past Performance of your company's proposal, which is to be submitted and received no later than 30 June 2026 at 2:00 p.m. Mountain Daylight Time (MDT).

Past Performance Reference Sheet

Section 1: Past Performance Reference:

a. Contract/Task Order Number:

b. Dates of Performance:

c. Contract Dollar Value:

d. Name of Customer:

e. Name, phone number, and email address of customer POC:

f. Was this a competitively awarded contract? ☐ Yes ☐ No

g. Contractor's Role: ☐ Prime Contractor ☐ Subcontractor ☐ Key Personnel

h. All subcontractors, teaming arrangements, and/or joint venture partners:

i. Description of work performed:

Section 2: Performance Information

In the table below, indicate your rating for the contractor's performance by placing an "X" in the appropriate block to the right of each question. Provide supporting information for each response in the space provided. Attach additional pages if more space is needed. The performance rating scale is defined as follows:

Code	Performance Rating
E	**EXCEPTIONAL** – Performance meets contractual requirements and exceeds many requirements to the Government's benefit. The contractual performance being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.
V	**VERY GOOD –** Performance meets contractual requirements and exceeds some requirements to the Government's benefit. The contractual performance being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.
S	**SATISFACTORY** – Performance meets contractual requirements. The contractual performance being assessed contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.
M	**MARGINAL** – Performance does not meet some contractual requirements. The contractual performance being assessed reflects a serious problem for which the contractor has not yet identified corrective actions or the contractor's proposed actions appear only marginally effective or were not fully implemented.
U	**UNSATISFACTORY** – Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance being assessed contains serious problem(s) for which the contractor's corrective actions appear or were ineffective.
N/A	**NOT APPLICABLE** – Unable to provide a rating. Contract did not include performance for this aspect, performance was not observed, or information was not available. Do not know.

Note: The following are SAMPLE questions. Past Performance evaluation teams MUST construct a simple and concise Past Performance Questionnaire, tailored to seek out key information tied to the significant aspects of the planned acquisition. Avoid questions that can be answered with a "yes" or "no" but instead include probing and direct questions to draw out the required information desired.

	E	V	S	M	U	N/A
1. Provided experienced managers and supervisors with the technical and administrative abilities needed to meet contract requirements. SUPPORTING INFORMATION:						
2. Demonstrated the ability to hire, maintain, and replace, if necessary, qualified personnel during the contract period. SUPPORTING INFORMATION:						
3. Delegated authority to project managers and supervisors commensurate with contract requirements. SUPPORTING INFORMATION:						
4. Home office participated in solving significant local problems. SUPPORTING INFORMATION:						
5. Followed approved quality control plan. SUPPORTING INFORMATION:						
6. Provided effective quality control and/or inspection procedures to meet contract requirements. SUPPORTING INFORMATION:						
7. Corrected deficiencies in timely manner and pursuant to their quality control procedures. SUPPORTING INFORMATION:						
8. Provided timely resolution of contract discrepancies. SUPPORTING INFORMATION:						

	E	V	S	M	U	N/A
9. Identified problems as they occurred. SUPPORTING INFORMATION:						
10. Suggested alternative approaches to problems. SUPPORTING INFORMATION:						
11. Displayed initiative to solve problems. SUPPORTING INFORMATION:						
12. Developed realistic progress schedules. SUPPORTING INFORMATION:						
13. Met established project schedules. SUPPORTING INFORMATION:						
14. Provided timely resolution of warranty defects. SUPPORTING INFORMATION:						
15. Was responsive to contract changes. SUPPORTING INFORMATION:						
16. Provided adequate project supervision. SUPPORTING INFORMATION:						
17. Obtained consent of surety for increases in bonding as work-in-progress increased. SUPPORTING INFORMATION:						

	E	V	S	M	U	N/A
18. Paid subcontractors/suppliers in a timely manner. SUPPORTING INFORMATION:						
19. Provided accurate and complete line item cost proposals including all aspects of work required for each task. SUPPORTING INFORMATION:						
20. Cooperated with Government personnel after award. SUPPORTING INFORMATION:						
21. Met or exceeded small business and small disadvantaged business goals set forth in the approved subcontracting plan. SUPPORTING INFORMATION:						
22. How would you rate the contractor's overall performance on this contract? SUPPORTING INFORMATION:						
23. Was the contractor ever issued a cure or show cause notice under the referenced contract? If yes, explain. EXPLANATION:				☐ Yes ☐ No		
24. Would you award another contract to this contractor? If not, explain. EXPLANATION:				☐ Yes ☐ No		

Respondent's Signature

[click and pick the date]

Date