

Section J Attachment 10_Amendment II
GLOBALCAP – 19AQMM23R0142

Amendment 2 updated the PPQ. Offerors shall utilize the new PPQ going forward. However, if Offerors have already sent out the previous version of the PPQ, the Government will accept both versions.

PAST PERFORMANCE QUESTIONNAIRE

(Blocks 1 through 4 shall be completed by Contractor/Offeror.)

1. CONTRACTOR/OFFEROR INFORMATION

Company Name:

Point of Contact Name:

Phone Number:

Phone Number:

Address:

Email Address:

UEI Number:

2. GENERAL INFORMATION

Work performed as:

☐ Prime

☐ SubContractor

☐ Other (please explain):

Percent (%) of work performed:

If a SubContractor, please identify the Prime (Company Name/Phone Number):

3. CONTRACT INFORMATION

Contract Number:

Delivery/Task Order *(if applicable)*:

Contract Type:

☐ Firm Fixed Price

☐ Cost Reimbursement

☐ Other (please explain):

Contract Title:

Award Date:

Contract Term/Period of Performance:

Total Contract Price:

Original Completion Date:

Actual Completion Date:

Explain Differences *(if applicable)*:

Original Contract Price:

Final Contract Price *(including all modifications, if applicable)*:

Explain Differences *(if applicable)*:

4. CONTRACT DESCRIPTION

Complexity of work performed:

☐ High☐ Medium☐ Routine

How is this effort relevant to the effort of submission?

INSTRUCTIONS FOR CUSTOMERS COMPLETING THIS QUESTIONNAIRE: The Department of State, Bureau of African Affairs requests that customers complete this Past Performance Questionnaire (PPQ) and submit it, via email, directly to the POC's identified below. The Government requests that customers do not return nor furnish copies of the completed PPQ to the Contractor/Offeror. Please contact the CO with any questions or concerns regarding this PPQ. Contractors/Offerors and Customers are advised that the Government reserves the right to verify any and all information on this PPQ.

Please use the following adjective ratings and definitions for your evaluation of the contractor's performance.		
RATING	DEFINITION	NOTE
(O) Outstanding	Performance meets contractual requirements and exceeds many to the Government/Owner'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 was highly effective.	An "outstanding" rating is appropriate when the Contractor successfully performed multiple significant events that were of benefit to the Government/Owner. A singular benefit, however, could be of such magnitude that it alone constitutes an "outstanding" rating. Also, there should have been NO significant weaknesses identified.
(G) Good	Performance meets contractual requirements and exceeds some to the Government's/Owner'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.	A "good" rating is appropriate when the Contractor successfully performed a significant event that was a benefit to the Government/Owner. There should have been no significant weaknesses identified.
(A) Acceptable	Performance meets minimum 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.	An "acceptable" rating is appropriate when there were only minor problems, or major problems that the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified.
(M) 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.	A "marginal" rating is appropriate when a significant event occurred that the contractor had trouble overcoming which impacted the Government/Owner.
(U) Unacceptable	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 serious problem(s) for which the contractor's corrective actions appear or were ineffective.	An "unacceptable" rating is appropriate when multiple significant events occurred that the contractor had trouble overcoming and which impacted the Government/Owner. A singular problem, however, could be of such serious magnitude that it alone constitutes an "unacceptable" rating.
(N/A) Not Applicable	No information or did not apply to your contract	Rating will be neither positive nor negative.

TO BE COMPLETED BY CUSTOMER

CUSTOMER INFORMATION						
<i>(The following shall be completed by the Customer.)</i>						
POINT OF CONTACT INFORMATION Name and Title: Company: Phone Number: Email Address:						
CONTRACT INFORMATION Contract Number: Delivery/Task Order <i>(if applicable)</i> : Contract Title: Contract Term/Period of Performance: Contract Price:						
Describe Your Role/Relation to the Contract:						
PAST PERFORMANCE QUESTIONNAIRE (PPQ) DATES Date PPQ Received: Date PPQ Completed/Submitted:						
Customer's Signature: _____						
Please select the adjective rating that best reflects your evaluation of the contractor's performance.						
1. Scope	O	G	A	M	U	n/a
(a) Experience providing comprehensive services to include task order design and execution, conducting training, logistical support and architectural/engineering design and construction services with a focus to sub-Saharan Africa and surrounding region (or equivalent austere environments in other parts of the world).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Experience designing and developing training programs and materials tailored to the specific needs of target audience.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Experience performing construction activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Experience in recruiting, retaining, training, and managing a "bench" of highly qualified staff capable of meeting evolving primary and ad hoc contract requirements quickly in Africa (or equivalent austere environments in other parts of the world).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Magnitude	O	G	A	M	U	n/a
(a) Experience in managing multiple teams of varying size and complexity at locations worldwide, with additional consideration given to experience specifically in Africa (or equivalent austere environments in other parts of the world).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Successfully managed and executed large-scale projects, such as providing security support for major events or conducting extensive training programs for a large number of trainees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Achieved meaningful results and positive outcomes in their past performance, such as reducing security incidents, improving the skills and capabilities of trainees, or successfully completing construction project on time and within budget.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Full and Open - Successfully managed and executed large-scale projects (\$10M) such as providing security support for major events or conducting extensive training programs for a large number of trainees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Small Business (SDVOSB) - Successfully managed and executed large-scale projects (\$3M) such as providing security support for major events or conducting extensive training programs for a large number of trainees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Complexity	O	G	A	M	U	n/a
(a) Experience in supporting with varying levels of support, including security, training, construction in austere environments with additional consideration given to Africa (or equivalent austere environments in other parts of the world).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Successfully completed projects with a higher level of complexity, such as providing multi-dimensional security support involving various operational aspects, delivering comprehensive and specialized training programs, or managing complex construction projects in challenging austere environments in Africa (or equivalent austere environments in other parts of the world).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Utilization of data tools to measure its ability or performance handling or managing projects of a greater scope and complexity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Successfully navigated and adapted to the local context in Africa (or equivalent austere environments in other parts of the world).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Small Business Subcontracting (Large Businesses Only)	O	G	A	M	U	n/a
(a) Rate the contractor's utilization of Small Business Sub-Contracting concerns (If applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Summary	Yes			No		
Would you hire or work with this contractor again? (If no, please explain in the comments section below.)	<input type="checkbox"/>			<input type="checkbox"/>		
COMMENTS SECTION (Please attach additional pages, if necessary.)						

Please provide any additional information for responses to the above questions (if applicable) and/or any additional remarks on performance and/or the contractor. If there are any known adverse performance to note, please explain. Also please provide a brief narrative addressing specific strengths, weaknesses, deficiencies, and/or any other comments which may assist DOS in evaluating performance confidence of the contractor.

PLEASE SEND RESPONSES DIRECTLY TO:

Wade Ward, Contracting Officer – Wardbw@state.gov
Andrew Lawson, Contract Specialist – Lawsonar@state.gov
Michael Nelson, Contract Specialist – Nelsonmd@state.gov

Thank you for your prompt response and assistance!