



DEPARTMENT OF PURCHASING &
CONTRACT COMPLIANCE

CONTRACTORS PERFORMANCE REPORT

GOODS AND COMMODITIES

Report Period Start	Report Period End	Contract Period Start	Contract Period End
4/1/2022	6/30/2022	1/1/2022	12/31/2022
Purchaser Order Number		Purchase Order Date	
0713220000000000984		1/1/2022	
Department			
DREAM			
Bid Number		Service Commodity	
21ITBC130260C-GS		JANITORIAL SUPPLIES AND EQUIPMENT	
Contractor			

OFFICE DEPOT

Performance Rating

0 = Unsatisfactory	Archives contract requirements less than 50% of the time not responsive, effective and/or efficient; unacceptable delay; incompetence; high degree of customer dissatisfaction.
1 = Poor	Archives contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customer somewhat satisfied.
2 = Satisfactory	Archives contract requirements 80% of the time. Generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.
3 = Good	Archives contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied
4 = Excellent	Archives contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.

1. Quality of Goods/Services		(Specification Compliance – Technical Excellence – Reports/Administration – Personnel Qualification)
☐ 0	Comments All material ordered meet specifications provided to the vendor.	
☐ 1		
☐ 2		
☐ 3		
☒ 4		
2. Timeliness of Performance		(Were Milestones Met Per Contract – Response Time (per agreement, if applicable) – Responsiveness to Directions/Change – On Time Completion Per Contract)
☐ 0	Comments All deliveries are made in accordance with times specified in the contract.	
☐ 1		
☐ 2		
☐ 3		
☒ 4		

3. Business Relations		(Responsiveness to Inquires – Prompt Problem Notifications)
☐	0	Comments
☐	1	This vendor has responded to all requirements of this section in a very timely manner.
☐	2	
☐	3	
☒	4	
4. Customer Satisfaction		(Met User Quality Expectations – Met Specification – Within Budget – Proper Invoicing – So Substitutions)
☐	0	Comments
☐	1	All material provided meet the specifications and expectations of the end user. This vendor has provided excellent customer service.
☐	2	
☐	3	
☒	4	
5. Contractors Key Personnel		(Credentials/Experience Appropriate – Effective Supervision/Management – Available as Needed)
☐	0	Comments
☐	1	Vendor ' s personnel ' s is customer service oriented and very knowledgeable on a variety of Janitorial products.
☐	2	
☐	3	
☒	4	

Overall Performance Rating	4.40	Date	7/21/22
Would you select/recommend this vendor again?	☒ Yes	☐ No	
Rating completed by:	CALVIN GAMBIE		
Department Head Name:	JOSEPH DAVIS		
Department Head Signature	for [Signature]		

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Report Period Start	Report Period End	Contract Period Start	Contract Period End
4/1/2022	6/30/2022	1/1/2022	12/31/2022
Purchaser Order Number		Purchase Order Date	
0713220000000000985		1/1/2022	
Department			
DREAM			
Bid Number		Service Commodity	
21ITBC130260C-GS		JANITORIAL SUPPLIES AND EQUIPMENT	
Contractor			
W.W. Grainger			
Performance Rating			
0 = Unsatisfactory	Archives contract requirements less than 50% of the time not responsive, effective and/or efficient; unacceptable delay; incompetence; high degree of customer dissatisfaction.		
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☐	0	Comments All material ordered meet specifications provided to the vendor.
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☐	0	Comments This vendor has responded to all requirements of this section in a very timely manner.
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☐	0	Comments All material provided meet the specifications and expectations of the end user. This vendor has provided excellent customer service.
☐	1	
☐	2	
☐	3	
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5. Contractors Key Personnel		(Credentials/Experience Appropriate – Effective Supervision/Management – Available as Needed)
☐	0	Comments Vendor ' s personnel ' s is customer service oriented and very knowledgeable on a variety of Janitorial products.
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Overall Performance Rating	4.40	Date	7/21/22
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Rating completed by:	CALVIN GAMBLE		
Department Head Name:	JOSEPH DAVIS		
Department Head Signature	[Signature]		

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GOODS AND COMMODITIES

Report Period Start 4/1/2022	Report Period End 6/30/2022	Contract Period Start 1/1/2022	Contract Period End 12/31/2022
Purchaser Order Number 0713220000000000986		Purchase Order Date 1/1/2022	
Department DREAM			
Bid Number 21ITBC130260C-GS		Service Commodity JANITORIAL SUPPLIES AND EQUIPMENT	
Contractor HD Supply			
Performance Rating			
0 = Unsatisfactory	Archives contract requirements less than 50% of the time not responsive, effective and/or efficient; unacceptable delay; incompetence; high degree of customer dissatisfaction.		
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Department Head Signature	For [Signature]		

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0713220000000000987		1/1/2022	
Department			
DREAM			
Bid Number		Service Commodity	
21ITBC130260C-GS		JANITORIAL SUPPLIES AND EQUIPMENT	
Contractor			
Pyramid School Products			
Performance Rating			
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Rating completed by:	CALVIN GAMBLE		
Department Head Name:	JOSEPH DAVIS		
Department Head Signature	[Signature]		

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INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Director, Purchasing
and Contract Compliance

FROM: Joseph Davis, Director, DREAM 

DATE: July 28, 2022

SUBJECT: Contractor's Performance Report – EVF Procurement,
LLC

The Vendor listed below have not received an evaluation due to no janitorial supplies and equipment have not been purchase as of to date. Once services have been rendered, then a complete performance evaluation will be done by the Department representative (Contract Administrator).

PROJECT: Janitorial Supplies and Equipment

PROJECT NO.: 21ITBC130948C-GS

CONTRACTOR: EVF Procurement, Inc.
408 S. 9th Ave
Highland Park, NJ 08904-3011

POC: Ms. Elsie Foster

PHONE: (201) 499-7847

EMAIL: elise@evfprocure.com

If you have any questions, please contact Harry Jordan at (404) 612-5933

JD/MR/CG/haj

C: Calvin Gamble, Material Management Manager, DREAM



INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Director, Purchasing and Contract Compliance

FROM: Joseph Davis, Director, DREAM 

DATE: July 28, 2022

SUBJECT: Contractor's Performance Report – SIAK Enterprise, LLC

The Vendor listed below have not received an evaluation due to no janitorial supplies and equipment have not been purchase as of to date. Once services have been rendered, then a complete performance evaluation will be done by the Department representative (Contract Administrator).

PROJECT: Janitorial Supplies and Equipment

PROJECT NO.: 21ITBC130948C-GS

CONTRACTOR: SIAK Enterprise, Inc.
901 Hampton
Lawrenceville, GA 30054

POC: Mr. Richard Franklin

PHONE: (757) 363-2132

EMAIL: tony.kooser@extreme-outfitters.com

If you have any questions, please contact Harry Jordan at (404) 612-5933

JD/MR/CG/haj

C: Calvin Gamble, Material Management Manager, DREAM