

## DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

#### CONTRACTORS PERFORMANCE REPORT

	PI	ROFESSIC	NAL SERVICES		
Report Period Start			Contract Period Start	Contract Period End	
10/1/2022	12/31/22		3/1/2022	2/28/2023	
Purchaser Order Nur			Purchase Order Date		
031722-419			3/17	/2022	
Department			DEAM		
Rid Number	DREAM  d Number Service Commodity				
NGFC #BL113-20 Gasoline & Diesel Fuel			Euol		
Contractor	0 20		Casoline & Diesei I	uei	
		James Ri	vers Solutions		
		Perform	ance 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/S	ervices		ion Compliance – Technical		
			Reports/Administration – Personnel Qualification		
O 0 Service and 0 2 0 3 0 4	d cost provide	d by the vendo	or are reasonable and fair		
		(Mora Mila	estance Mat Day Cantrast - 5	Danners Time /	
2. Timeliness of Performance agreeme		agreement	stones Met Per Contract – F , if applicable) – Responsive On Time Completion Per Co	eness to Directions/	
O 0 1   Response   O 3   O 4   O 4   O 1	time to various	s request are v	ery timely		

3. Business Relations (Re			
	Responsiveness to Inquires – Prompt Problem Notifications)		
O 0 0 Inquiries responses are pro	ompt , timely and accurate.		
O 2 O 3			
O 4			
4 Customan Satisface (Met User Q	Quality Expectations – Met Specification – Within Budget –		
4. Customer Satisfaction Proper Invoid	icing – No Substitutions)		
Staff is very satisfied with se			
O 2			
<b>⊙</b> 3			
O 4			
5. Contractors Key Personnel (Creder	entials/Experience Appropriate – Effective		
Supervision/Management – Available as Needed)			
O 0 Contract personnel are very responsive and contractive			
0 2			
<ul><li>○ 3</li><li>○ 4</li></ul>			
0   4			
Overall Performance Rating 3.20			
	Date 1/17/2023		
Would you select/recommend this vendor again?  Yes  No  Rating completed by: Kier Freeman			
Department Head Name: Joseph Davis Department Head Signature Geseph Davis			
- Judgin Du			
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# DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

### CONTRACTORS PERFORMANCE REPORT

	PR	OFESSION	NAL SERVICES	
Report Period Start	art Report Period End		Contract Period Start	Contract Period End
10/1/2022	12/31/22		3/1/2022	2/28/2023
Purchaser Order Nur			Purchase Order Date	
031822-427			3/18/2022	
Department				
DREAM				
Bid Number		Service Comm	odity	
NGFC #BL11	3-20		Gasoline & Diesel	Fuel
Contractor	No.			
			nial Oil	
	[ A . I	Performa	nce 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/S	ervices	(Specification	n Compliance – Technical	Excellence –
$\mathbf{O}$	AUGUST CONTRACTOR		ninistration – Personnel Quare reasonable and fair.	ualification
2. Timeliness of Perfo	rmance	agreement,	tones Met Per Contract – F if applicable) – Responsive n Time Completion Per Co	ness to Directions/
O 0 1 Response for agreement 0 3 0 4	time to various r	equest are we	ell with requirements outline	ed in our service

3. Business Relations	(Responsivenes	s to Inquires – Prompt Pr	oblem Notifications)	
O 0				
Prop	t User Quality Expecta per Invoicing – No Sub	ations – Met Specification estitutions)	– Within Budget –	
0 1 O 2 O 3 O 4				
5. Contractors Key Personnel  O O O 1 O 1 O 2 O 3 O 4				
Overall Performance Rating	3.20	Data	1440,0000	
		Date	1/18/2023	
Would you select/recommend this vendor again? Yes No Rating completed by: Kier Freeman				
Department Head Name: Joseph Davis				
Department Head Signature	Joseph Davis			
After completing the for Submit to Purchasing Print a copy for your reco	m:			

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### DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

#### CONTRACTORS PERFORMANCE REPORT PROFESSIONAL SERVICES Report Period Start Report Period End Contract Period Start Contract Period End 10/1/2022 12/31/22 3/1/2022 2/28/2023 Purchaser Order Number Purchase Order Date 031722-426 3/17/2022 Department DREAM Bid Number Service Commodity NGFC #BL113-20 Gasoline & Diesel Fuel Contractor Petroleum Trader Corp. **Performance Rating** Archives contract requirements less than 50% of the time not responsive. effective and/or efficient; unacceptable delay; incompetence; high degree of 0 = Unsatisfactory customer dissatisfaction. Archives contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key 1 = Pooremployees marginally capable; customer somewhat satisfied. Archives contract requirements 80% of the time. Generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs 2 = Satisfactory adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction. Archives contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees 3 = Goodare highly competent and seldom require guidance; customers are highly satisfied Archives contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and 4 = Excellent require minimal directions; customers expectations are exceeded. (Specification Compliance - Technical Excellence -1. Quality of Goods/Services Reports/Administration – Personnel Qualification Service and cost provided by the vendor are reasonable and fair 1 2 3 (Were Milestones Met Per Contract - Response Time (per 2. Timeliness of Performance agreement, if applicable) - Responsiveness to Directions/ Change - On Time Completion Per Contract) Response time to various request are very timely 2 3 4

3. Business Relations	(Responsiveness to Inquires – Prompt Problem Notifications)			
O 0   Inquiries responses are prompt, timely and accurate.				
4. Customer Satisfaction (Met User Quality Expectations – Met Specification – Within Budget – Proper Invoicing – No Substitutions)				
0 1 Staff is very satisfied with service provided  O 2 O 3 O 4				
5. Contractors Key Personnel  (Credentials/Experience Appropriate – Effective Supervision/Management – Available as Needed)  O 0 1  Contract personnel are very responsive and supportive  2 0 3  O 4				
Overall Performance Rating Would you select/recommend	3.20 Date 1/17/2023 this vendor again? Yes No			
100 A 200 A	r Freeman			
Department Head Name:	Joseph Davis			
Department Head Signature	Jeseph Davis			
After completing the for Submit to Purchasing Print a copy for your rec				

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