

GENERAL PAST PERFORMANCE QUESTIONNAIRE
for proposed primes, team members/subcontractors in response to
RFP _____

SECTION I

NOTE: This information should be submitted as soon as practicable in order to facilitate the government's ability to reduce the evaluation time period.

This past performance evaluation should provide information for contracts within the past three years, considered most relevant in terms of similar scope, complexity, and of like or similar services that best demonstrate its ability to manage and perform the proposed effort.

List the specific types of tasks or services provided and information regarding the type of contract being performed and the type of customers serviced. This includes contracts where only a portion of the base operation services are being provided, and is to include information identifying that portion and its specific tasks. Identify if work was performed as the prime contractor, or as a subcontractor. Please attach additional pages as needed.

General Contract Information:

Contract Number:

Type of Contract/Task Order (i.e., CPAF, FFP, etc.):

Contractor's name and address (at/near contract location):

Current Contract/Task Order Value:

Potential Total Value (including all options):

Date of Award:

Contract Completion Date (including extensions):

Description and location of work (e.g., types of tasks, products, services):

Complexity of the work:

Work was performed as the Prime or as a Subcontractor:

If the Prime, list major subcontractors also working on this effort:

If performed as the subcontractor, give the Prime contractor's name:

Approximate percentage and dollar value of the contract/task order performed as the subcontractor: % AND \$

Contract won competitively under formal source selection procedures (FAR Part 15)?

Is your company performing the contract successfully? Provide examples regarding how successful performance is/was being accomplished. (Examples or indicators of successful performance as measure by the percentage of award fee given, favorable past performance ratings, the absence of Contract Discrepancy Reports (CDRs), no deductions to contract price for defective services, no Cure/Show Cause Notices, or all Option Periods exercised).

If applicable, explain reason for any termination or failure to exercise an option period:

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*******NOT TO BE RELEASED OUTSIDE GOVERNMENT CHANNELS*******

Upon completion, please scan and email or send this Past Performance Questionnaire to:

US Army Yuma Proving Ground
ATTN: CCMI-RCY (Edgar Angulo)
301 C Street, Bldg 2364
Yuma, AZ 85365

Phone: 928-328-6172
Fax: 928-328-6534

Email Address: edgar.angulo@us.army.mil

EVALUATOR IDENTIFICATION:

Name:

Title/Role on Contract:

How long in role with subject contractor?:

Email Address:

Phone Number:

RATING INSTRUCTIONS: Use the following descriptions as guidance in providing element or task ratings. Ratings should only reflect the performance of the Contractor in question. Please provide supporting rationale for any “Excellent” or “Unacceptable” ratings. The narratives need not be lengthy, just detailed, clear and concise. Space for narrative comments is provided, this space will expand as you add text. If more space is needed, please attach additional pages.

<u>RATING</u>	<u>DEFINITION</u>
Excellent	Performance met all and exceeded most of the contract requirements. The contract performance was accomplished with few minor problems for which corrective actions taken by the Contractor were effective.
Good	Performance met all and exceeded some of the contract requirements. The contract performance was accomplished with some minor problems for which corrective actions taken by the Contractor were effective.
Acceptable	Performance met contract requirements. The contract performance was accomplished with some problems for which corrective actions taken by the Contractor were satisfactory.
Unacceptable	Performance did not meet contract requirements. The contract performance reflected serious problems for which the Contractor either did not identify corrective actions, or the proposed corrective actions were ineffective or not fully implemented.
Not Applicable	The question does not apply. No performance record identifiable within the area of evaluation.

PAST PERFORMANCE INFORMATION:

PART A - TECHNICAL

A.1. Briefly describe the type work performed under the contract identified in this Questionnaire. Please rate the Contractor’s expertise and performance in accomplishing the work using the ratings shown above. Identify if work was performed by the Contractor as the Prime Contractor, or as a Subcontractor.

Narrative:

A.2. Describe how well the contractor's performance complied with contract requirements. Please provide a separate rating for each task area performed. Add ratings and narratives as needed.

<p>Rating:</p> <p>Narrative:</p> <p>Rating:</p> <p>Narrative:</p> <p>Rating:</p> <p>Narrative:</p>
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**PART B - CONTRACT/MANAGEMENT REQUIREMENTS **

B.1. How well did the Contractor provide reasonable and cooperative support in dealing with your technical staff (including the ability to successfully resolve disagreements/disputes)?

<p>Rating:</p> <p>Narrative:</p>
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B.2. How effectively did the Contractor recruit, hire, and retain technical personnel and also replace departing technical personnel, who were appropriately cleared, skilled, and qualified, including key technical personnel to ensure contract performance?

<p>Rating:</p> <p>Narrative:</p>
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B.3. How well did the Contractor transition into performing the required services?

Rating:

Narrative:

B.4. How did the Contractor respond to changes in mission needs or customer requirements?

Rating:

Narrative:

B.5. How well did the Contractor respond to time sensitive / short notice requests for proposals, to include high volume / quick turn-around requirements (for example, end of fiscal year activities)?

Rating:

Narrative:

B.6. Describe type and extent of subcontracting relationships? How would you describe the quality and effectiveness of subcontracted efforts?

Narrative:

B.7. If the Contractor was a large business, how well did the Contractor meet or exceed small business goals set forth in the approved subcontracting plan?

Rating:

Narrative:

B.8. How effective was the Contractor at optimizing team assignments, team communication, monitoring of team performance, quality control and conflict resolution? “Team” refers to prime Contractor employees, subcontractor employees and consultants.

Rating:

Narrative:

B.9. Was the Contractor’s Quality Control Program effective and integrated throughout all their operational areas? Was the Contractor proactive in identifying and resolving issues or did they rely on the Government for problem identification?

Rating:

Narrative:

B.10. Did the Contractor’s Property Control Program ensure effective controls and accountability for all government furnished property and facilities, including routine maintenance, repair and replacement? Did they utilize a Life Cycle tracking process? Did the Contractor manage an effective Life Cycle Management Program?

Rating:

Narrative:

B.11. How would you describe the Contractor’s accuracy in forecasting and managing contract costs including alerting the Government of unforeseen costs before they occur? Were there any unexpected cost overruns? Did they identify opportunities for cost savings to the Government?

Rating:

Narrative:

B.12. How would you describe the Contractor's performance in providing timely, reliable, supportable proposals with accurate cost estimates for both awards and modifications?

Rating:

Narrative:

B.13 If the Contractor had any invoice discrepancies, how well were those resolved?

Rating:

Narrative:

B.14. How would you rate the Contractor's ability to meet established milestones and deadlines?

Rating:

Narrative:

B.15. How would you rate the Contractor's responsiveness to emergency service calls?

Rating:

Narrative:

B.16. How would you rate the Contractor's quality of service?

Rating:

Narrative:

B.17. From a customer satisfaction perspective, how well did the Contractor meet or exceed customer expectations overall?

Rating:

Narrative:

B.18. What were the Contractor's strong points?

Narrative:

B.19. What were the Contractor's weak points?

Narrative:

B.20. Did the Contractor experience any safety issues/violations? If yes, how did they mitigate the problems?

Narrative:

B.21. Did the Contractor experience any environmental issues/violations? If yes, how did they mitigate the problems?

Narrative:

B.22. Would you have any reservations about soliciting this Contractor in the future or having them perform one of your critical and demanding programs?

Narrative:

B.23. Has/Was this contract been partially or completely terminated for default or convenience or are there any pending terminations? Have available option periods been NOT exercised?

If yes, please explain (e.g., inability to meet cost, performance, or delivery schedules, etc).