

Appendix L-1b Past Performance Information Questionnaire

<b>Past Performance Information Questionnaire for: <u>[Insert Name of Offeror]</u></b>	
<b>Respondent: Please fill in the following table:</b>	
1. Complete Name and Title of Responder	
2. Company or Agency Name, Address, Telephone Number, Facsimile Number (w/Area Code), and E-mail Address	
3. Contract Name or Title, Contract Number and Type of Contract	
4. Signature	
<b>4 = Outstanding</b>	Performance was substantially and consistently above contract requirements. Contractor displayed an overall superior understanding of contract requirements, and used innovative approaches leading to enhanced performance.
<b>3 = Good</b>	Performance was above minimum contract requirements. Contractor displayed a thorough understanding of contract requirements.
<b>2 = Satisfactory</b>	Performance met minimum contract requirements.
<b>1 = Marginal</b>	Performance was below minimum contract requirements. Contractor displayed a lack of thorough understanding of contract requirements in one or more significant performance areas.
<b>0 = Unsatisfactory</b>	Performance completely failed to meet the minimum contract requirements. Contractor displayed a total lack of understanding of contract requirements.
<b>NA = Not Applicable</b>	
<b>DK = Don't Know</b>	No knowledge available to respond to this question.
For any rating(s) less than 2, please attach an explanatory narrative. We greatly appreciate your time and assistance in completing this questionnaire.	
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**Past Performance Information Questionnaire for: [Insert Name of Offeror]**

<p>1. How would you rate the contractor's performance in the following areas:  Meeting contract milestones?  Submitting deliverables timely?  Adherence to contract schedules?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]  [4] [3] [2] [1] [0] [NA] [DK]  [4] [3] [2] [1] [0] [NA] [DK]</p>
<p>2. How would you rate the contractor's ability to perform within the contract ceiling or estimated cost?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>3. Did the contractor utilize cost efficiencies in performance of your contract?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>4. How would you rate the contractor's cost performance?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>5. Did the contractor submit accurate and timely invoices?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>6. If proposals were generated for changes, requests for equitable adjustment, or claims, how would you rate the reasonableness of the pricing?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>7. How would you rate the contractor's key personnel performance?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>8. How would you rate the contractor's ability to recruit and retain strong, well-qualified key personnel?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>9. Did the contractor utilize an effective project management system that included planning, budgeting, status tracking, reporting, baseline management, critical path analysis, and work breakdown structure?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>10. Has there been a positive or negative trend in contract performance ("0" would be a very negative trend, "4" would be a very positive trend)</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>11. How would you rate the contractor's ability to create teaming/partnering relationships to achieve project goals?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>12. How would you rate the contractor's ability to integrate activities with other contractors on multiple contractor sites?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>13. Was the Statement of Work executed effectively by the contractor in a consistently high quality manner?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>14. How would you rate the contractor's responsiveness to technical direction?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>
<p>15. Was the contractor's Environment Safety &amp; Health (ES&amp;H) program in compliance with contract requirements and protective of workers, public, and the environment?</p>	<p>[4] [3] [2] [1] [0] [NA] [DK]</p>

