

APTAC Body of Knowledge Competency Guide

C. Basics of Contracting with Government Entities

C.4 Past Performance Process and Reporting Procedure

Description

Past Performance Information (PPI) is information submitted with the offeror's proposal, contractors' references, contractor report cards, survey data, or other data available to the source selection authority.

PPI is critical for source selection and essential to ensure enhanced performance on existing contracts. Also, PPI can be a motivating factor for contractors for future source selections.

1. Methods to obtain PPI
 - Government assessments or report cards
 - Published commercial evaluations
 - References submitted by the contractor
 - Surveys or questionnaires conducted by Government personnel
2. Sources of PPI.
 - Government contracts
 - State, local, or foreign governments
 - Commercial companies
 - Information regarding predecessor companies, key personnel, and subcontractors
3. Performance Assessment Elements Business Sectors and Elements:

Systems : Technical, Schedule, Cost Control, and Management
Services, Information, Quality of Product or Service, Schedule, Cost Control,
Technology and Operations, Business Relations, and Management of Key Personnel

Construction and Architect - Architect-Engineer Contract Administration

Support Engineering Systems (ACASS)

Construction Contractor Appraisal Support Systems (CCASS)

Science and Technology - Tailored to each procurement.
4. Collection Thresholds and Contract Performance Standards
5. Past Performance Evaluation Process.
 - Use of PPI in Source Selection
 - Planning the Evaluation
 - Forming the Evaluation Group

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- Determining Risk
 - Identifying Strengths and Weaknesses
6. Performance Assessment Reports.
 - Narrative Rationales
 - Recommendations
 7. Past Performance Information Retrieval System (PPIRS) at <http://www.ppirs.gov>

References

1. Federal Acquisition Regulation: Parts 1, 4, 8, 9, 12, 15, 16, 17, 19, 25, 32, 35, 36, 42, 46, and 52.
2. DoD “A Guide to Collection and Use of Past Performance Information”
3. Defense Acquisition University CLC028 Past Performance Information