

## PAST PERFORMANCE QUESTIONNAIRE (PPQ)

### U.S. COAST GUARD DIRECTOR OF OPERATIONAL LOGISTICS (DOL) CONTRACTOR EVALUATION FORM

The Coast Guard, Director of Operational Logistics is currently procuring Base Operating Support Services as required by the U.S. Coast Guard at Base Kodiak, AK under solicitation 70Z08423RK0DI0001, As a result, we are performing a past performance survey and reference investigation on potential contractors for the upcoming contract.

The information contained herein is considered "Source Selection Information" in accordance with FAR 3.104. Therefore, it is asked that you treat it accordingly. While the results of the overall past performance survey may be discussed with the contractor, FAR 15.609 and 15.1004 prohibits the release of the name of the individual responding to the survey.

Responses to this questionnaire should be EMAILED TO [Erica.B.Miller@uscg.mil](mailto:Erica.B.Miller@uscg.mil)  
Should you have any questions concerning this survey, please contact Erica Miller.

#### **This portion is to be completed by the Offeror.**

Contract Number: \_\_\_\_\_

Offeror's Company

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Telephone/Fax Number: \_\_\_\_\_

Point of Contact: \_\_\_\_\_

Email: \_\_\_\_\_

Was work performed as a subcontractor under a prime contract? Yes No If yes, include:

Prime Contract Number: \_\_\_\_\_

Prime Contractor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
Telephone/Fax Number: \_\_\_\_\_

Point of Contact: \_\_\_\_\_

Email: \_\_\_\_\_

**Offeror Name:** \_\_\_\_\_

**Solicitation 70Z08423RKOKODI0001**

Project Title and Detailed Description of Work for which the Contractor was responsible to perform:

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**This portion is to be completed by the Respondent**

Name and Title of Evaluator:

Company Name: \_\_\_\_\_

Address:

Telephone/Fax Number: \_\_\_\_\_

Point of Contact:

Email:

\_\_\_\_\_

1. Contractor performed as Prime Contractor   Subcontractor   Key Personnel
2. The description of work as stated above accurately or   does not accurately describe the work that was performed by Contractor being rated.
3. The contract was IAW (check all that apply): FFP   CR   T&M IDIQ   SCA   Davis  
Bacon   Sole Source   Subcontracting

**Offeror Name:** \_\_\_\_\_

**Solicitation 70Z08423RKOKODI0001**

4. The total dollar value awarded: \_\_\_\_\_

5. The total dollar value performed to date:  
\_\_\_\_\_

6. The Period of Performance awarded: \_\_\_\_\_

7. The Period of Performance performed to date: \_\_\_\_\_

Choose the appropriate letter on the scale (E, G, S, M, U, and N) that most accurately describes the contractor's performance or situation. PLEASE PROVIDE A NARRATIVE EXPLANATION FOR ANY RATINGS OF E, G, S, M or U.

E	Exceptional	Performance meets contractual requirements with many exceeded to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with no more than a few minor problems for which corrective actions taken by the contractor were highly effective.
G	Very Good	Performance meets contractual requirements with some exceeded to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with no more than some minor problems for which corrective actions taken by the contractor were effective.
S	Satisfactory	Performance meets contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor were satisfactory.
M	Marginal	Performance does not meet some contractual requirements. The contractual performance of the element or sub- element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions or the contractor's proposed actions appear only marginally effective or were not fully implemented.
U	Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective
N	Neutral	Performance was not observed or not applicable to the current effort being reported against.

**Offeror Name:** \_\_\_\_\_

**Solicitation 70Z08423RKOKODI0001**

Place an "X" in the appropriate column using the definitions matrix above.

	The contractor:	E	G	S	M	U	N
	<b>QUALITY</b>						
1	Followed approved quality control plan.						
2	Provided effective quality control and/or inspection procedures to meet contract requirements.						
3	Corrected deficiencies in timely manner and pursuant to their quality control procedures.						
4	Demonstrated ability to hire, maintain, and replace, if necessary, qualified personnel during the contract period.						
	<b>SCHEDULE</b>						
1	Developed realistic progress schedules.						
2	Met established project schedules.						
3	Provided timely resolution of warranty defects.						
4	Paid subcontractors/suppliers in a timely manner.						
	<b>COST CONTROL</b>						
1	Provided accurate and complete line item cost proposals including all aspects of work required for each task.						
2	Managed Government furnished materials and supplies effectively and not in a wasteful manner						
	<b>MANAGEMENT</b>						
1	Provided experienced managers and supervisors with the technical and administrative abilities needed to meet contract requirements.						
2	Home office participated in solving significant local problems.						
3	Delegated authority to project managers and supervisors commensurate with contract requirements.						
4	Provided timely resolution of contract discrepancies.						
5	Identified problems as they occurred.						
6	Suggested alternative approaches to problems.						
7	Displayed initiative to solve problems.						
8.	Was responsive to contract changes.						
9	Provided adequate project supervision.						
10	Managed Program w/Integration & Coordination of the customer.						
11	Managed Key Personnel						
12	Managed Subcontracts						
13	Integrity/Ethics Program						
14	Reasonable and Cooperative in Behavior with Government personnel						
	<b>REGULATORY</b>						
1	Complied with Environmental laws and regulations						



