Section L - Attachment F - Past Performance Cover Letter and Questionnaire

Date: _____

Dear _____:

Our firm is submitting a proposal for a Department of Energy (DOE)/National Nuclear Security Administration (NNSA) Contract for the management and operation of the Nevada National Security Site with an estimated value of approximately $550M per year. Our firm is seeking your assistance. We are asking you to complete the attached questionnaire evaluating our performance on _____. Please return your written evaluation directly to the NNSA Contracting Officer, at the email address below, by __TBD_____ so it can be evaluated by NNSA as part of our firm's past performance. You may be contacted by NNSA as part of this evaluation process.

Email: SEB5@nnsa.doe.gov.

Attn: Ariane S. Kaminsky
Contracting Officer
Telephone Number: (202) 586-9713

Past Performance Questionnaire

DRAFT Request for Proposal No. DE-SOL-0008418

The purpose of this questionnaire is to obtain your feedback on the performance of the Contractor identified in the cover letter to this questionnaire.

Please use the following definitions to provide your ratings:

E = Exceptional. 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.

VG = Very Good. Performance was above contract requirements. Contractor displayed a thorough understanding of contract requirements.

S = Satisfactory. Performance met contract requirements.

M = Marginal. Performance was below contract requirements. Contractor displayed a lack of thorough understanding of contract requirements in one or more significant performance areas.

U = 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.

NA = Not applicable

DK = Don't know. No knowledge to rate this question.

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Please complete the following:

Respondent Information	
Name:	
Title:	
Organization:	
Organization Address: (including City, State, Zip)	
Telephone Number (w/area code):	
Facsimile Number (w/area code):	
Email Address:	

Contract Reference Information	
Contract Number:	
Date of Contract Award:	
Contract Type (Fixed Price, Cost Reimbursement, etc.):	
Date Contractor Started Performance:	
Date Work Ended:	
Initial Contract Price/Cost and Fee:	
Final Amount Invoiced/Amount Invoiced to Date:	

For the following questions, provide your rating by marking the corresponding column with an "X". Rating definitions can be found on page 1. Any explanatory narrative you would like to provide in addition to a rating would be very much appreciated and can be made under the Remarks Section.

	E	VG	S	M	U	NA	DK
Scope of Work Performance							
1) How well did the Contractor manage operations involving hazardous materials (e.g., chemical high explosive and biological stimulant)?							
2) How well did the Contractor manage nuclear facilities and operations?							
3) How well did the Contractor establish and maintain a cooperative working relationship with research laboratories?							
4) How well did the Contractor provide capabilities to respond to facility/plant/radiological emergencies including those with potential for public impact?							
5) How well did the Contractor provide expertise, remote sensing and site safety management of chemical/biological simulant or radiological controlled releases/experiments?							

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For the following questions, provide your rating by marking the corresponding column with an "X". Rating definitions can be found on page 1. Any explanatory narrative you would like to provide in addition to a rating would be very much appreciated and can be made under the Remarks Section.

	E	VG	S	M	U	NA	DK
6) How well did the Contractor design and implement state of the art technology for physics and engineering, experimental research programs?							
7) How well did the Contractor perform onsite physical environmental and waste management programs including staging, storage, treatment, transportation, and disposal of wastes (e.g., hazardous, low level, and mixed)?							
8) How well did the Contractor perform construction activities for your scope of work?							
9) How well did the Contractor adhere to delivery schedules/response times/cost estimates/budgets?							
10) How well did the Contractor manage the Environment Safety & Health program, comply with contract requirements, and protect workers, public, and the environment?							
11) How well did the Contractor establish and maintain the Nuclear Safety Basis or License for nuclear activities?							
12) How well did the Contractor manage your information technology and cyber security program?							
13) How well did the Contractor demonstrate a culture of continuous improvement for required disciplines and the associated metrics to demonstrate performance?							
14) How well did the Contractor recruit and retain well-qualified key personnel and personnel with critical skills throughout the contract?							
15) How well did the Contractor manage labor relations to minimize work disruption?							
16) How well did the Contractor manage workforce compensation and benefits?							
17) How well did the Contractor meet small business goals?							
18) How well did the Contractor award & manage subcontracts?							
19) How well did the Contractor establish/monitor/measure/report cost performance against established baselines for direct (Program) and indirect (indirect activities) baselines?							
20) How well did the Contractors' corporate office support your contract?							
21) How would you rate the Contractor's overall performance?							

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Integration of Programs, Operations, & Management							
22) How well did the Contractor integrate all activities for your work scope, including partners and subcontractors, as applicable?							
23) How well did the Contractor safely provide the nuclear, facilities, infrastructure, operations, and appropriate scientific, engineering, and technical staff to support your work scope?							
24) How well did the Contractor safely provide the non-nuclear or high hazard facilities, infrastructure, operations, and appropriate scientific, engineering, and technical staff to support your work scope?							
25) How well did the Contractor demonstrate innovations in performing the work, including obtaining cost efficiencies and continuous improvement activities?							
26) How well did the Contractor demonstrate workforce flexibility and mobility across multiple geographic locations and integrate operations with multiple Contractor/Government Agency/stakeholder interfaces?							
27) How well did the Contractor develop a process for rigorous procedural compliance and configuration management for their project and facility operations?							
28) How well did the Contractor efficiently and effectively implement and conduct work planning and control?							
29) How well did the Contractor perform and manage a large user complex Safeguards and Security program? (Not including Protective Guard Forces)							
30) How well did the Contractor manage the Quality Assurance (QA) Program and the QA tenets?							
31) How well did the Contractor manage regulatory compliance programs and regulatory interfaces?							
32) How well did the Contractor integrate their teaming/partnering/relationships to achieve overall organizational performance and goals?							
33) How well did the Contractor identify relevant interfaces and demonstrate an integrated approach to managing interfaces in collaborations with multiple Contractors, Government entities, and other Stakeholders?							
34) How well did the Contractor ensure that work was planned, worker and public hazards identified, hazard controls implemented, and continuous process improvements implemented based on lessons learned?							
35) How well did the Contractor establish a system to continuously monitor its performance (mission, safety, quality, etc.) using objective and measureable metrics and methods facilitating actionable management decisions?							
36) How well did the Contractor develop and deploy effective strategic planning for the mission in the environment of changing budgets and technical and regulatory requirements?							
37) How well did the Contractor perform risk management?							

38) How well did the Contractor provide client transparency into financial and technical reporting systems and provide overall visibility into program and cost management?							

For the following questions, provide your answer by marking the corresponding column with an "X".

	Yes	No
39) Did the Contractor have any criminal or civil penalties, fines or administrative actions, such as a consent order? If yes, please explain.		
Explanation (if applicable):		
40) Were there any significant safety incidents resulting in serious injury or death? If yes, please explain and answer 40a.		
Explanation (if applicable):		
40a) Did the Contractor correct the deficiencies that led to serious injury or death? If no, please explain.		
Explanation (if applicable):		
41) Would you hire the Contractor again? If no, please explain.		
Explanation (if applicable):		

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Signature of Evaluator (use "/e/name/" or similar for electronic)	
Date Signed	

If you would like to provide any explanatory narrative, please do so under Remarks. When providing information with regards to a particular question above, please reference the question number. If more space is needed, please attach additional pages. Thank you for your time and assistance in completing this questionnaire.

Remarks:

End of Questionnaire