

**SOURCE SELECTION INFORMATION - SEE FAR 3.104 (When Filled-In)**

**ATTACHMENT F**

**PAST PERFORMANCE QUESTIONNAIRE**

**Offerors are responsible for sending copies of the PAST PERFORMANCE QUESTIONNAIRE (SECTIONs A thru C) to references.**

**Instructions to Offeror**

1. For each reference submitted in your proposal, enter the required information in Section A.
2. Transmit the entire questionnaire to the identified Points of Contract (POCs) and place one copy of each Section A in your proposal submittal.

**NOTES:**

**OFFERORS MUST TRANSMIT THE QUESTIONNAIRES TO THE POC FOR EACH REFERENCE.**

**ONCE COMPLETED BY THE POC, QUESTIONNAIRES MUST BE DIRECTLY TRANSMITTED TO THE GOVERNMENT AS DESCRIBED ON THE FOLLOWING PAGE. COMPLETED QUESTIONNAIRES RECEIVED FROM OFFERORS ARE NOT ACCEPTABLE.**

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### PAST PERFORMANCE QUESTIONNAIRE

#### Instructions to Evaluator

The National Nuclear Security Administration (NNSA) is procuring services to manage and operate the Sandia National Laboratories (SNL) which includes performance of research and development for other strategic partners. Evaluation of an Offeror's past performance is integral to our source selection process. Accordingly, we request your candid assessment of the Offeror's past performance; please see Section A below for the identity of the Offeror and contract of interest.

Once completed, this questionnaire and any appended information becomes Source Selection Information, as defined by Federal Acquisition Regulation (FAR) Part 2.101 and 3.104, and must be protected from disclosure. Access to this information shall be limited to Government procurement officials.

Please forward the completed questionnaire no later than July 13, 2016 to:

**SANDRA CAESAR**

**Tel. No:** (202) 586-2346

**Via email:** [SEB6@nnsa.doe.gov](mailto:SEB6@nnsa.doe.gov)

Hand-written evaluations are acceptable however NNSA will prefer typed or computer generated responses. **All evaluations must relate solely to the Offeror and the contract, task, or order identified in SECTION A.** Please answer each question in SECTION B by circling one of the ratings:

**E = Exceptional** - The Offeror's 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** - The Offeror's performance was above contract requirements. Contractor displayed a thorough understanding of contract requirements.

**S = Satisfactory** - The Offeror's performance met contract requirements. The performance contain some minor problems for which proposed corrective actions taken by the contractor were satisfactory.

**M = Marginal** - The Offeror's performance was below contract requirements. The Contractor displayed a lack of thorough understanding of contract requirements in one or more significant performance areas. The Contractor's proposed corrective actions were only marginally effective or were not fully implemented.

**U = Unsatisfactory** - The Offeror's performance completely failed to meet the contract requirements. Contractor displayed a total lack of understanding of contract requirements. The contractor's performance contained serious problem(s) for which the contractor's corrective actions appear or were ineffective.

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**Neutral:** The Offeror lacks a record of relevant or available past performance history. There is no expectation of either successful or unsuccessful performance based on the Offeror’s past performance record.

In addition, please provide supporting comments for each rating. Please use your supporting comments to highlight the Offeror’s specific strengths and weaknesses. You may use additional sheets if required. **Your ratings and comments should reflect only “contractor liable” performance.** You may supplement your knowledge with the knowledge and judgment of others in your organization.

Please type or print clearly the requested information in SECTION C for the person *primarily* responsible for completing the questionnaire, then **transmit the completed questionnaire to the point of contact** identified above via email. Thank you for your assistance in this matter.

**PLEASE DO NOT PROVIDE COMPLETED QUESTIONNAIRES TO THE OFFEROR**

**SECTION A (To Be Completed by the Offeror)**

1. Name of Offeror/Contractor: \_\_\_\_\_  
Address of Offeror/Contractor: \_\_\_\_\_
2. Contract Number: \_\_\_\_\_  
Task or Order No., where applicable: \_\_\_\_\_
3. Period and Place of Performance: \_\_\_\_\_
4. Description of Work/Scope of Effort: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. POC Name: \_\_\_\_\_

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**SECTION B (To Be Completed by Evaluator)**

**E-Exceptional; VG-Good; S-Satisfactory  
M--Marginal; U--Unsatisfactory; N--Neutral**

**1. Overall Contract Outcome: E VG S M U N**

Demonstrated ability to attract, manage, and retain a productive work force, which promotes work force diversity and is capable of operating a research, development, and engineering organization.

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2. Cost Performance: E VG S M U N**

Demonstrated ability to accurately forecast, control, and report costs throughout all phases of the contract.

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**3. Schedule Performance: E VG S M U N**

Demonstrated ability to develop accurate work schedules and adhere to those schedules for activities similar to the design and manufacture gas transfer systems, power sources, neutron generators, and radiation-hardened microelectronics.

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4. Technical Performance: E VG S M U N**

Demonstrated ability to manage a robust quality management system that prevents and detects defects. Ability to conduct ongoing self-assessment processes to assess performance in programmatic missions as well as in supporting operations and administration. Ability to support external audits, reviews, and appraisals.

Comments: \_\_\_\_\_

\_\_\_\_\_

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**5. Technical Performance: E V G S M U N**

Demonstrated ability to perform overall integrated planning, acquisition, maintenance, operation, management and disposition of Government-owned and Contractor-leased facilities, infrastructure, and real property.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**6. Technical Performance: E V G S M U N**

Demonstrated ability to ensure safety management and health management processes to support the safe performance of all work across a diverse set of mission areas including conduct of environmental tests, small scale experiments, and weapons dismantlement and disposition activities. Demonstrated ability to perform complex and hazardous work while meeting all regulatory requirements and adequately protecting the environment and public health.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**7. Technical Performance: E V G S M U N**

Demonstrated ability to maintain secure and effective information systems including High Performance Computing for organizational operations and for activities involving general purpose programming, data collection, data processing, report generation, software, electronic and telephone communications, and computer security.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**8. Technical Performance: E V G S M U N**

Demonstrated ability to maintain safeguards and security programs including counterintelligence, physical security, protection of property and information; classification and declassification of information and materials; materials, control and accountability, computer security; and, personnel security and access control for staff and visitors.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**9. Technical Performance: E V G S M U N**

Demonstrated ability to perform systems integration functions and activities for a large, complex, and diverse production enterprise. Ability to determine defects and solutions for correction related to Significant Finding Investigations.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**10. Technical Performance: E V G S M U N**

Demonstrated ability to manage the design, production and surveillance of highly reliable system components. Ability to manage and maintain measurement and calibration standards for a diverse set of production elements and provide technical support to standards and calibration programs.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**11. *Management-Leadership:* E V G S M U N**

Demonstrated ability to provide intellectual leadership and management expertise in a complex, multi-disciplinary scientific environment to include annual assessment process to evaluate the safety, performance, and reliability of weapons based on physics and engineering analysis, experiments, and computer simulations.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**12. *Teaming and Partnering:* E V G S M U N**

Demonstrated ability to work with teaming partners/subcontractors to create a coherent organization in order to effectively, efficiently, and safely perform the required scope of work and achieve overall organizational performance and goals to include participation in the design, system engineering, and production of Life Extension Programs, Alterations, and Modification of nuclear weapons.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**13. *Customer Satisfaction:* E V G S M U N**

Degree of customer satisfaction based on the contractor's cooperative behavior, general business-like concern for the interest of the customer, and customer orientated management practices.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**14. Commitment to Small Business: E V G S M U N**

Prior performance with subcontracting plan goals for small businesses, veteran owned small business, service-disabled veteran-owned small business, hub zone small business, small disadvantaged businesses, and woman-owned small businesses and monetary targets for such concerns.

Comments: \_\_\_\_\_

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**15. Any additional comments about the contractor.** Please provide a description of any problems and conflicts encountered, regulatory performance, etcetera:

Comments: \_\_\_\_\_

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**SECTION C (To Be Completed by Evaluator)**

1. Name of Evaluator: \_\_\_\_\_

2. Position and Title: \_\_\_\_\_

3. Administrating Authority/Agency: \_\_\_\_\_

4. Email: \_\_\_\_\_

5. Tel. Nos: Voice \_\_\_\_\_; Facsimile \_\_\_\_\_

6. Signature: \_\_\_\_\_ Date: \_\_\_\_\_