

Section L - Attachment E - Past-Performance Information Form

1. Complete Name of Customer	
2. Current Customer Address and Telephone Number	
3. Contract Number and Type of Contract	4. Date of Contract Award
5. Date Work Commenced	6. Date Work Ended
7. Initial Contract Price/Cost and Fee	8. Final Amount Invoiced/Amount Invoiced to Date
9a. Technical Point of Contact (include address and telephone number)	9b. Contracting Point of Contact (include address and telephone number)
10a. Activity Title	10b. Identify if the contract received a qualified, disclaimer or adverse audit opinion over the past five years. Provide a copy of the auditor's report.
11. Description of Work	
12. Describe how the work under this contract is related to the experience cited.	
13. Self-Assessment of past performance record. Provide information on any problems encountered and your corrective actions.	
14. Current Status of Contract (Choose One)	
<input type="checkbox"/> Work Continuing, on Schedule <input type="checkbox"/> Work Continuing, Behind Schedule <input type="checkbox"/> Work Complete, Litigation Pending or Underway <input type="checkbox"/> Work Completed, No Further Action Pending or Underway <input type="checkbox"/> Work Completed, Routine Administrative Action Pending or Underway <input type="checkbox"/> Work Completed, Claims Negotiations Pending or Underway <input type="checkbox"/> Terminated for Convenience <input type="checkbox"/> Terminated for Default <input type="checkbox"/> Other (explain)	

If more space is needed, please attach additional pages.

Instructions for Completing the Past-Performance Information Form

- Item 1. Insert the complete name and address of the customer, including parent organization, if any. Do not use acronyms.
- Item 2. Insert the customer's complete address, including both post office box and street address, if applicable.
- Item 3. Insert any contract number or other contract reference used by the customer.
- Item 4. Insert the date on which the contract came into existence.
- Item 5. Insert the date on which you started to perform the work.
- Item 6. Insert the date on which the customer agreed that the work was satisfactorily completed (including substantial completion), aside from any pending or ongoing administrative actions, claims negotiations, or litigation.
- Item 7. Insert the price, estimated cost and fee, or target cost and profit or fee as it appeared in the original contract. If the contract included multiple, separately-priced items, add the individual item amounts and insert the total price, estimated cost and fee, or target cost and profit or fee.
- Item 8. Insert the final sum of all invoices or the sum of all invoices to date, including agreed upon and disputed amounts, paid and awaiting payment.
- Item 9a. Insert the name, title, company/agency, address, telephone number, and e-mail address (if available) of the program or project manager, quality assurance representative, or other customer technical representative who is most familiar with the quality of your work under the contract.
- Item 9b. Insert the name, title, company/agency, address, telephone number, and e-mail address (if available) of the contracting officer, purchasing agent, or other customer contracting or purchasing representative who is most familiar with your work under the contract.
- Item 10a. Describe the Activity Title.
- Item 10b. Identify if the contract received a qualified, disclaimer or adverse audit opinion over the past five years. Provide a copy of the auditor's report.
- Item 11. By year performed, describe the nature and scope of the work as it relates to your proposed role in performing the Statement of Work (see Section J Appendix entitled "Statement of Work"). The objective is to for you to explain how the work that you did previously or are currently doing is relevant (similar in nature, size in dollars, and complexity) to the scope of work that is to be performed by you under the Contract Statement of Work. Include a crosswalk to the Statement of Work elements that you are proposed to perform.
- Item 12. The objective is to for you to explain how the work that you did previously or are currently doing under this contract is related to the experience cited in response to Criteria 3-5 (paragraphs (c) through (e)) in Section L-4 PROPOSAL PREPARATION INSTRUCTIONS – VOLUME II, TECHNICAL AND MANAGEMENT INFORMATION. Include a crosswalk to the pages and subsections and/or paragraphs of your Volume II proposal where you cite your experience.
- Item 13. Describe any unusual circumstances of performance or problems that may be relevant to the work that is to be performed. Tell your side of the story of any conflicts with the customer

concerning which they may make adverse remarks about your performance. Describe any actions that you have taken or plan to take to correct any shortcomings in your performance.

Item 14. Check appropriate box.