PSC PROFESSIONAL SERVICES COUNCIL
The Voice of the
Government Services Industry

April 12, 2016

Hon. Anne Rung
Administrator
Office of Federal Procurement Policy

Mr. Jeff Koses
Senior Procurement Executive
General Services Administration

Ms. Claire Grady
Director, Defense Procurement and Acquisition Policy
Department of Defense

Mr. William McNally
Associate Administrator, Office of Procurement
National Aeronautics and Space Administration

Subject: Streamlining the Collection of Contractor Past Performance Information

Dear FAR Council Members:

As part of PSC's mission to offer actionable recommendations to improve the federal contracting process, and to promote collaboration and mutual understanding between government and industry, PSC has been reviewing the multiple, non-standard and unique formats and data collection techniques used by federal departments, agencies and buying activities relating to collecting contractor past performance information. From that review and our discussion with government and industry, PSC developed two model forms—a Past Performance Information Form (PPIF) to be included with solicitations, and a Past Performance Questionnaire (PPQ) to solicit feedback from previous customers—that we believe will standardize and streamline the collection and use of contractor past performance information. Developed by members of PSC's Smart Contracting Working Group,[1] these forms supplement information already available in the CPARS and PPIRS systems and will greatly reduce the administrative cost and burden required of both government officials and bidders to obtain and provide meaningful past performance information. The forms we recommend can be adopted administratively; no changes to laws or regulations are required. These forms are enclosed with this letter, along with supporting information about their potential benefits and use.

We believe these forms and processes will be most effective if they are integrated into the PPIRS/CPARS system and governing regulations—and subsequently into the Integrated Award Environment (IAE). Doing so will result in significant time and cost savings for both government and industry (as detailed in the attached package of supporting information). As a first step, we recommend that such forms and instructions be published in a widely accessible location, and that their use be prescribed (or at least encouraged) in agency and governmentwide past performance instruction and guidance.

[1] The Smart Contracting Working Group was formed under the Acquisition and Business Policy Council (ABPC) of the Professional Service Council (PSC) to work with government to improve the contracting process and ultimately to reduce the cost burden on the taxpayer. Commonsense policies and consistently applied procedures for how and when the government acquires services can greatly enhance the effectiveness and efficiency of the federal acquisition system. In many areas, improvements to government business and buying policy—whether through statute, regulations, or agency guidance—will lead to positive outcomes that far exceed the magnitude of the changes themselves.

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Thank you for your attention to this matter. We welcome the opportunity to meet with you or your staff(s) to further discuss how to improve the past performance information collection process. In the interim, if you have any questions, please do not hesitate to let me know. I can be reached at 703-875-8059 or chvotkin@pscouncil.org.

Sincerely,

Alan Chvotkin
Executive Vice President & Counsel

Enclosures: PSC Recommended Past Performance Reporting Forms and Background Information
CC: John Tenaglia, DPAP/DoD
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